

Alyson A. Dyer
Attorney
City of Knoxville

Contract No. **C-19-0283**

CONSULTANT AGREEMENT

This Agreement is made by and between the **City of Knoxville** ("City"), a municipal corporation organized and existing under the laws of the State of Tennessee, 400 Main Avenue, P.O. Box 1631, Knoxville, Tennessee 37901, and **McCarty Holsaple McCarty, Inc.** ("Consultant"), 550 W. Main Street, Suite 300, Knoxville, TN 37902.

WHEREAS, the City of Knoxville desires to design and construct a new Public Safety Complex for the City's Police and Fire Departments (hereinafter referred to as the "Project"); and

WHEREAS, the City, after entering into Agreement C-19-0112, is working with Volkert, Inc. as its Owner's Representative (hereinafter referred to as **Volkert**) to manage the planning, design, bidding and construction process of the Project; and

WHEREAS, on December 27, 2018, the City issued a Request for Qualifications from companies interested in being selected to submit architectural design proposals for the Project and seven (7) firms submitted qualifications; and

WHEREAS, an evaluation committee composed of representatives from the Police Department, Fire Department, City Court, Engineering Department, Purchasing and Volkert reviewed the proposals; and

WHEREAS, the committee determined that McCarty Holsaple McCarty, Inc. (hereinafter Consultant) best met the evaluation criteria and had the necessary experience and qualifications for the Project, and recommends the Project be awarded to Consultant; and

WHEREAS, the City desires to enter into a professional services agreement with Consultant to provide architectural design services for the Project for an amount not to exceed TWO MILLION, SIX HUNDRED SEVEN THOUSAND, SIX HUNDRED NINETY-FOUR and 00/100 Dollars (\$2,607,694.00); and

WHEREAS, Consultant has the necessary experience and qualifications to perform said work.

NOW, THEREFORE, the City of Knoxville and Consultant for the mutual promises and considerations herein agree as follows:

1. Scope of Professional Services. Consultant shall, with its subcontractors, provide professional architectural design services for the new Public Safety Complex Project, as more fully set forth in the Contract Documents. Consultant shall perform and complete all services required herein in strict compliance with the highest applicable professional standards and the terms of this Agreement and the Contract Documents.

2.1 Contract Documents. The executed Contract Documents will consist of the following:

- (a) This Agreement; and
- (b) The City of Knoxville's Request for Qualifications Dated December 27, 2018, with Addendum I, Exhibit A;
- (c) Consultant's Response to the RFQ dated, January 18, 2019, Exhibit B;
- (d) Scope of the Project, Exhibit C;
- (e) Scope of Services, Exhibit D;
- (f) Design Deliverables, Exhibit E;
- (g) Scope of Surveying Services, Exhibit F;
- (h) Schedule of Services, Exhibit G; and
- (i) Rate Schedule, Exhibit H.

All contract documents are incorporated herein by reference and made a part of this Agreement as if they were fully set out verbatim. To the extent there is a conflict between the terms of any of

the Contract Documents that constitute this Agreement, the terms that provide the greater benefit to the City and/or impose the greater obligation on Consultant shall control.

3. Termination. The City may terminate this Agreement at any time, with or without cause and without penalty or recourse, by giving written notice to Consultant of said termination. Consultant shall discontinue all services immediately upon receipt of written notice of termination. Consultant will be entitled to receive as its sole and exclusive compensation Consultant's just compensation for all satisfactory, authorized services completed prior to the effective termination date. The amount due to Consultant for work executed through the date of termination shall not include any future fees, profits, or other compensation or payments which Consultant would have been entitled to receive if the Agreement had not been terminated. Consultant shall deliver to the City all information, papers, reports and other materials accumulated or generated in performing the contract, whether completed or in progress. In the event that the City has probable cause to believe that Consultant is in non-compliance with any provision of this Agreement, the City may withhold payment until the City finds Consultant to be in compliance, or until Consultant is otherwise adjudicated to be in compliance.

3.1.1 Upon Termination of Agreement. Should the Agreement be terminated upon completion of Design Phase Services or at any point thereafter, the Consultant shall, deliver the sealed final Drawings and Specifications to the Owner. Upon making final payment to the Consultant in accordance with Article 3, the Owner shall be entitled to use the Drawings and Specifications, for the construction of all or part of the entire Project as planned and specified without further payment to the Consultant.

4. Term. Consultant acknowledges that time is of the essence and that the services, as described herein, will commence as soon as practical upon receiving notice that this Agreement

has been executed. Consultant shall perform the services with due and reasonable diligence and fully complete the services in conformance to the following design completion schedule:

The Architect agrees to furnish complete schematic drawings to the Owner, through the Owner's Representative, for review by the Owner and/or other public agencies on or before 85 days from Notice to Proceed. The Architect further agrees to furnish complete design development plans, outline specifications and cost estimate for review by the Owner and other public agencies within 85 calendar days after receipt of Owner's approval of the schematic drawings; and to furnish complete final working drawings, specifications and contract document forms for review by the Owner and/or other public agencies within 135 calendar days after receipt of Owner's approval of design development documents.

5. Basic Service Fees

5.1.1 Owner shall compensate Consultant, in accordance with these Terms and Conditions and as set forth in the Agreement.

5.1.2 If the Basic Services Fee is paid as a lump-sum fee, the Basic Services Fee shall be the result of the "Basic Services Fee Formula" unless modified in accordance with these Terms and Conditions. The "Basic Services Fee Formula" is $35/\log P - 1.15$, wherein P is the construction cost indicated in the Agreement, unless adjusted by agreement between Owner and Consultant.

5.1.3 The Basic Services Fee Formula shall be adjusted as follows for the following types of projects:

5.1.3.1 For renovation projects affecting facilities of average complexity, the Basic Services Fee shall be 1.25 times the result of the Basic Services Fee Formula, unless adjusted to reflect the particular scope of the project by agreement of Owner and

Consultant in the Agreement or in a Supplement to the Agreement.

5.1.3.4 For projects requiring the utilization of multiple bid packages where the result will be separate construction contracts with Owner or will result in separate, noncumulative Guaranteed Maximum Prices from the same CM/GC, the Basic Service Fee will be separately calculated for each package using the construction cost of the separate package multiplied by the percentage of the Basic Services affected.

5.1.3.5 Definition of the Cost of the Work. For determination of the Consultant's basic fees, the Cost of the Work means the cost to the Owner, but such cost shall not include any of Consultant's or its subconsultant's fees or reimbursements, or the cost of Volkert's fees, or the cost of fixtures or equipment except built-in or attached equipment included in plans and specifications at the Owner's request. The Cost of the Work shall not include the cost of moveable equipment or furnishings unless requested in writing by the Owner or by amendment to the Agreement.

5.1.4 Contract Price.

- (a) The City shall pay to Consultant for the satisfactory performance of the architectural and engineering services under this Agreement according to the fee schedule above, provided, however, the total contract amount shall not exceed **TWO MILLION, SIX HUNDRED SEVEN THOUSAND, SIX HUNDRED NINETY-FOUR and 00/100 Dollars (\$2,607,694.00).**
- (b) Consultant shall submit an invoice for engineering services performed for the City. The invoices shall be in a form approved by the City, shall indicate

the time period during which the services were performed, and shall be signed to certify their accuracy.

- (c) The City will pay Consultant for the work satisfactorily performed within thirty (30) days of the receipt of an undisputed invoice. Payment for services rendered does not indicate the City's acceptance of such services as being fully in accord with all the provisions of this Agreement. The City shall advise Consultant in writing if any portion is disputed and will not withhold payment on undisputed portions of any invoice.

- (d) The Owner agrees to pay the Consultant for the basic services in this Agreement the following amounts:

For Schematic Design Phase - Twenty percent of the basic rate

For Design Development Phase - Twenty percent of the basic rate

For Construction Document Phase – Thirty percent of the basic rate

For Bid Phase - Five percent of the basic rate

For Construction Administration Phase – Twenty-Five percent of the basic rate

- (e) The following fees/allowances are established as part of the Contract Price:

- (1) A fee of \$2,358,314.00 for Basic Services as defined in 5.1.2, assuming an initial construction cost of \$35,500,000.00;

- (2) A fee of \$70,675.00 for the completion of an ALTA level survey and underground utility location of the Tennova property, as described in Exhibit F;

- (3) A fee of \$142,105.00 for FF&E services based on the fee formula in 5.1.2, assuming an initial FF&E cost of \$2,100,000.00;
- (4) The Fee for Specialty Consultant Services for Telecom/Security is included in the Basic Services Fee above.
- (5) An allowance not to exceed \$15,000.00 for transportation and travel for out-of-town specialty consultants, as described in 5.1.8.1 (g);
- (6) An allowance not to exceed \$21,600.00 for site visits in excess of two per month during the Construction Phase, as described in Exhibit D, paragraph E.1.6. This will be billed at a rate of \$600 per site visit.

5.1.5 Bid Alternate Design Fee. Unless otherwise provided in the Special Provisions of the Agreement, the Consultant shall be paid a Bid Alternate Design Fee for additive Bid Alternates included in the Bid Documents at the Owner's request, whether or not the additive Bid Alternates are accepted and the work constructed. The Bid Alternate Design Fee covers Schematic Design, Design Development and Construction Document Phase Services rendered relative to Owner-requested additive Bid Alternates and, therefore, shall be equal to 75 percent of the Basic Fee Rate applied to the lowest responsible and responsive bid received for each unaccepted additive Bid Alternate.

5.1.6 Extra Services and Special Cases. If the Consultant is caused extra design, drafting, supervision, or other major expenses due to major changes in completed work by the Owner in work performed in accordance with the Owner's instructions, Consultant shall be equitably paid for such expense and the services involved, provided that a written amendment to the Agreement is executed, after approval by Council if necessary, for the extra work prior to the performance of same by the Consultant. The amount to be paid for such extra work shall be based upon the

Consultant's records of actual salary cost plus one hundred twenty-five percent (125%) allowance for overhead and profit. Actual salary cost to the Consultant shall include (1) actual salaries of all employees involved, (2) actual salaries of all Subconsultant employees involved. Should the nature of the service make determination of salaries of all involved Subconsultant employees become impractical, the basis for Extra Services compensation shall be the Consultant's cost of the work plus a 10% mark-up.

5.1.6.1 Project Location. The Owner has selected an initial project location. Consultant agrees to provide the required scope of services at an alternate location should the owner decide to change project locations. The contract price in 5.1.4 shall be adjusted based on the alternate location using the basic fee calculation and budgets established for the alternate location. Consultant shall be paid for professional design services performed at the initial project location as defined in 5.1.6 should the Owner change project locations after execution of this Agreement and Consultant has commenced the design services and incurred verifiable cost.

5.1.7 Bid Over-Runs. If the lowest responsible and responsive bid received by the Owner for the Work is greater than ten percent (10%) above the budgeted Cost of the Work, the Consultant will, upon instructions from the Owner, and at the Consultant's sole expense, make revisions to the Drawings and Specifications, consistent with the Approved Project Program, as may be necessary to re-bid the Work within the budgeted Cost of the Work, or a higher amount as may be authorized by the Owner. The Owner will cooperate with the Consultant in revising the scope and quality of the Work as necessary to reduce the Cost of the Work. The Consultant will revise the Drawings and Specifications to conform to the budgeted Cost of the Work, or a higher amount authorized by the Owner, at no cost to the Owner.

5.1.8 Reimbursable Expenses.

5.1.8.1 Allowable Reimbursable Expenses are expenses incurred by the consultant, upon the request or authorization of the Owner for services or work which are not included in the Basic Services and are not subject to payment as Extra Services. Reimbursable Expenses shall include only expenses specifically identified herein and billed at actual cost to the Consultant:

- (a) Preparatory Surveys, Tests, and Consultants which are the responsibility of the Owner but which are obtained by the Consultant.
- (b) In-progress Inspections, Tests, and Consultants which are the responsibility of the Owner but which are obtained by the Consultant.
- (c) The cost of publishing the Advertisement for Bids which is the responsibility of the Owner but paid for by the Consultant.
- (d) The cost of printing, reproducing, handling, and distributing Bid Documents (Contract Documents) beyond ten (10) complete sets as well as three complete review sets at each phase of design: Schematic Design, Design Development and Construction Document Phase.
- (e) Providing renderings, models and mock-ups of the Work or portions of the Work.
- (f) Cost of licenses for Owner's project management communication system.
- (g) The cost of transportation and travel for the Consultant's out-of-town specialty Subconsultants, (Architects Design Group and TLC Engineering).

5.1.8.2 Excluded Expenses. In performing the Basic Services, any expenses incurred by the Consultant or its Subconsultants for postage (regular or overnight), telephone, facsimile transmittal, document or Submittal transmittal, plotting and printing drawings for the Consultant's in-house use and review, transportation and travel (to the Project site, Owner's office, locations of

Specified Inspections, and other locations necessary for the conduct of Project-related business) are deemed normal expense of doing business and are not reimbursable, except as modified in 5.1.8.1. Expenses that are not specifically identified as Reimbursable Expenses in preceding Paragraph 5.1.8.1 are deemed to be covered by the Basic Fee and excluded as Reimbursable Expenses.

6. Notices. Any notice required or permitted under this Agreement will be directed to the following representatives or such other address as either party may designate by written notice to the other:

City of Knoxville:
Boyce Evans,
Deputy Director of Finance
P.O. Box 1631
Knoxville, TN 37901
(865) 215-2070

Consultant:
David S. Collins, AIA
McCarty Holsaple McCarty, Inc
550 W. Main Street, Suite 300
Knoxville, TN 37902
865-544-2000

cc: Leon Barkan, CCM
Senior Vice President
Volkert, Inc.
11 North Water Street
Suite 18290
Mobile, AL 36602
251-342-1070

Notices shall be in writing and shall be effective when actually delivered in person, received via facsimile transmission, or private carrier with signature confirmation, or when received in the U.S. Mail, certified with return receipt requested, postage pre-paid and addressed to the party as stated above.

7. Indemnification. Consultant shall indemnify, defend, save and hold harmless the City, its employees, agents, and officers, of and from suits, claims, actions, damages, and expenses,

including reasonable attorney's fees, to the extent caused by the negligent acts, errors, omissions of the firm, and/or its agents, employees, officers, directors, consultants, subcontractors and suppliers ("Indemnified Claim").

Consultant shall assume and take over the defense of the City in any such claim, demand, suit, or cause of action involving an Indemnified Claim upon written notice and demand for same by the City. Consultant will have the right to defend the City with counsel of its choice that is satisfactory to the City, and the City will provide reasonable cooperation in the defense as Consultant may request. Consultant will not consent to the entry of any judgment or enter into any settlement with respect to an Indemnified Claim without the prior written consent of the City, such consent not to be unreasonably withheld or delayed. The City shall have the right to participate in the defense against an Indemnified Claim with counsel of its choice at its own expense.

Consultant shall save, indemnify and hold City harmless and pay judgments that shall be rendered in any such actions, suits, claims or demands against the City with respect to any Indemnified Claim.

The indemnification and hold harmless provisions of this Agreement shall survive termination of the Agreement.

8. Insurance. Consultant shall at its sole expense obtain and maintain in full force and effect for the duration of the Agreement and any extension hereof at least the following types and amounts of insurance for claims which may arise from or in connection with this Agreement. All insurance must be underwritten by insurers with an A.M. Best rating of A-VIII or better.

- (a) Commercial General and Umbrella Liability Insurance; occurrence version commercial general liability insurance, and if necessary umbrella liability

insurance, with a limit of not less than \$2,000,000 each occurrence for bodily injury, personal injury, property damage, and products and completed operations. If such insurance contains a general aggregate limit, it shall apply separately to the work/location in this Agreement or be no less than \$3,000,000.

Such insurance shall:

- (1) Contain or be endorsed to contain a provision that includes Metro Knoxville HMA, LLC, the City, its officials, officers, employees, volunteers and Volkert, Inc. as additional insureds with respect to liability arising out of work or operations performed by or on behalf of Consultant including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds. Proof of additional insured status up to and including copies of endorsements and/or policy wording will be required.
- (2) For any claims related to this project, Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, volunteers and Volkert, Inc.. Any insurance or self-insurance programs covering the City, its officials, officers, employees, volunteers and Volkert, Inc. shall be excess of Consultant's insurance and shall not contribute with it.

- (3) At the sole discretion of the City, dedicated limits of liability for this specific project may be required.
- (b) Professional Liability (including Errors & Omissions). Consultant shall maintain professional liability insurance covering claims arising from real or alleged negligent errors, omissions, or acts committed in the performance of professional services under this contract with limits of \$2,000,000. If the coverage is written on a claims-made form:
 - (1) The “Retro Date” must be shown and must be before the date of the contract or the beginning of contract work.
 - (2) Insurance must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract work and acceptance by the City.
 - (3) If coverage is cancelled or non-renewed and not replaced with another claims-made policy form with a “Retro Date” prior to the contract effective date, Consultant must purchase “extended reporting” coverage for a minimum of three (3) years after completion of contract work.
 - (4) A copy of the claims reporting requirements must be submitted to the City for review.
- (c) Automobile Liability Insurance; including vehicles owned, hired, and non-owned, with a combined single limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for loading and unloading

hazards. Insurance shall contain or be endorsed to contain a provision that includes the City, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of Consultant.

(d) Workers' Compensation Insurance. Consultant shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance with limits of not less than \$500,000. Consultant shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by consultant's workers' compensation insurance coverage.

(e) Other Insurance Requirements. Consultant shall:

- (1) Prior to commencement of services, furnish the City with original certificates and amendatory endorsements effecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to the Law Director, City of Knoxville, P.O. Box 1631, Knoxville, Tennessee 37901. Proof of policy provisions regarding notice of cancellation will be required.
- (2) Upon the City's request, provide certified copies of endorsements and policies in lieu of or in addition to certificates of insurance. Copies of policies will only be requested when contracts are deemed to be extremely or uniquely hazardous, include a dollar amount that

is significant to the overall budget of the City or a City Department, or the coverage(s) may not follow standard insurance forms. A policy will only be requested after the City's Risk Manager has reviewed the contract and proof of coverage has been provided. Should the certificate of insurance refer to specific coverage wording or endorsement(s), proof of such policy wording or endorsement(s) will be required.

- (3) Replace certificates, policies, and endorsements for any such insurance expiring prior to completion of services.
- (4) Maintain such insurance from the time services commence until services are completed. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of contract.
- (5) If Consultant cannot procure insurance through an insurer having an A.M. Best rating of A-VIII, Consultant may, in the alternative, place such insurance with insurer licensed to do business in Tennessee and having A.M. Best Company ratings of no less than A. Modification of this standard may be considered upon appeal to the City Law Director.
- (6) Require all subcontractors to maintain during the term of the Agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Workers' Compensation / Employer's Liability insurance (unless subcontractor's employees

are covered by Consultant's insurance) in the same manner as specified for Consultant. Consultant shall furnish subcontractors' certificates of insurance to the City without expense immediately upon request.

- (7) Large Deductibles: Self-Insured Retentions. Any deductibles and/or self-insured retentions greater than \$50,000 must be disclosed to and approved by the City of Knoxville prior to the commencement of services. Use of large deductibles and/or self-insured retentions will require proof of financial ability as determined by the City.
- (8) Waiver of Subrogation Required. The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, and employees for losses arising from work performed by Consultant for the City. Proof of waiver of subrogation up to and including copies of endorsements and/or policy wording will be required.
- (9) Occurrence Basis Requirement. All general liability policies must be written on an occurrence basis unless the Risk Manager determines that a claims made basis is reasonable in the specific circumstance. Use of policies written on a claims made basis must be approved by the Risk Manager and retroactive dates and/or continuation dates must be provided to the City prior to commencement of any work performed. Professional Liability and Environmental Liability (Pollution Coverage) are most commonly

written on a claims made basis and are generally acceptable in that form.

9. Non-Discrimination. Consultant:

- (a) will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, disability, familial status or national origin;
- (b) will take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, disability or familial status or national origin;
- (c) will, in all solicitations or advertisements for employees placed by or on behalf of itself, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, disability, familial status or national origin; and
- (d) will include these provisions in every subcontract or sublease let by or for it.

10. Ethical Standards. Consultant hereby takes notice of and affirms that it is not in violation of, or has not participated, and will not participate, in the violation of any of the following ethical standards prescribed by the Knoxville City Code:

- (a) Sec. 2-1048. Conflict of Interest.

It shall be unlawful for any employee of the city to participate, directly or indirectly, through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering advice, investigation, auditing

or otherwise, in any proceeding or application, request for ruling or other determination, claim or controversy or other matter pertaining to any contract or subcontract and any solicitation or proposal therefore, where to the employee's knowledge there is a financial interest possessed by:

- (1) The employee or the employee's immediate family;
 - (2) A business other than a public agency in which the employee or a member of the employee's immediate family serves as an officer, director, trustee, partner or employee; or
 - (3) Any other person or business with whom the employee or a member of the employee's immediate family is negotiating or has an arrangement concerning prospective employment.
- (b) Sec. 2-1049. Receipt of Benefits from City Contracts by Councilmembers, Employees and Officers of the City.

It shall be unlawful for any member of Council, member of the Board of Education, officer or employee of the City to have or hold any interest in the profits for emoluments of any contract, job, work or service, either by himself or by another, directly or indirectly. Any such contract for a job, work or service for the City in which any member of Council, member of the Board of Education, officer or employee has or holds any such interest is void.

- (c) Sec. 2-1050. Gratuities and Kickbacks Prohibited.

Gratuities. It is unlawful for any person to offer, give or agree to give to any person, while a city employee, or for any person, while a city

employee, to solicit, demand, accept or agree to accept from another person, anything of a pecuniary value for or because of:

- (1) An official action taken, or to be taken, or which could be taken;
- (2) A legal duty performed, or to be performed, or which could be performed; or
- (3) A legal duty violated, or to be violated, or which could be violated by such person while a city employee.

Anything of nominal value shall be presumed not to constitute a gratuity under this section.

Kickbacks. It is unlawful for any payment, gratuity or benefit to be made by or on behalf of a subcontractor or any person associated therewith as an inducement for the award of a subcontract or order.

(d) Sec. 2-1051. Covenant Relating to Contingent Fees.

- (a) Representation of Consultant. Every person, before being awarded a contract in excess of ten thousand dollars (\$10,000.00) with the city, shall represent that no other person has been retained to solicit or secure the contract with the city upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for bona fide employees or bona fide established commercial, selling agencies maintained by the person so representing for the purpose of securing business.
- (b) Intentional violation unlawful. The intentional violation of the representation specified in subsection (a) of this section is unlawful.

- (e) Sec. 2-1052. Restrictions on Employment of Present and Former City Employees.

Contemporaneous employment prohibited. It shall be unlawful for any city employee to become or be, while such employee, an employee of any party contracting with the particular department or agency in which the person is employed.

- (f) Remedies for Violations. For violations of the ethical standards outlined in the Knoxville City Code, the City has the following remedies:

- (1) Oral or written warnings or reprimands;
- (2) Cancellation of transactions; and
- (3) Suspension or debarment from being a contractor or subcontractor under city or city-funded contracts.

The value of anything transferred in violation of these ethical standards shall be recoverable by the City from such person. All procedures under this section shall be in accord with due process requirements, included but not limited to a right to notice and hearing prior to imposition of any cancellation, suspension or debarment from being a contractor or subcontractor under a city contract.

11. ADA Compliance. With regard to the services performed under this Agreement, Consultant will comply with all applicable requirements of the Americans with Disabilities Act, 42 U.S.C. § 12101, et seq., ("ADA"). Consultant agrees that it will defend, indemnify and hold the City harmless against any and all claims, demands, suits or causes of action to the extent caused by the negligent acts, errors or omissions of the Consultant, its employees, agents or

representatives and which violates the ADA. Consultant agrees that the City will not be responsible for any costs or expenses to the extent caused by Consultant's negligent failure to comply with the ADA.

12. Independent Contractor. Consultant and its agents and employees will perform all work and render all services as an independent contractor; neither it nor its employees shall be considered employees, partners or agents of the City or Volkert, nor shall it or its employees be entitled to any benefits, insurance, pension, or workers' compensation as an employee of the City.

13. Relationship of the Parties.

13.1 Representative of Owner. The Owner has retained Volkert, Inc. to act as the representative of the Owner. Volkert, Inc., however, is an independent contractor of Owner as set forth in the contract between Owner and Volkert, Inc.

13.2 Project Communication. The Consultant shall direct all communications, whether written or oral, by, between or among any two or more of the Owner, the Consultant and the Contractor in connection with the Project through Volkert. All correspondence, if not directed to Volkert, shall be copied to Volkert in order to allow Volkert to stay informed of project communications and issues. Nothing herein shall restrict the Consultant from communicating directly with the Owner and Contractor as the Consultant deems appropriate.

13.3 Maintenance of Good Working Relationship. In providing Services, the Consultant shall maintain a good working relationship with the Contractor and Volkert. The Consultant is an independent contractor of Owner over which neither the Owner nor Volkert retains the right of control over the method and manner by which Consultant performs its duties herein required. Consultant has primary responsibility for construction observation, construction administration and construction contract administration hereunder. Volkert's Construction Phase

Services under its Owner's representative Agreement with Owner are secondary to those of the Consultant.

13.4 Personnel. The Consultant will staff the Project with sufficient qualified personnel to adhere to the Consultant's Standard of Care and to complete its Scope of Services hereunder to the Owner's satisfaction. The Consultant will add sufficient qualified staff to the design team to complete the design within the time frame herein allocated.

13.5 Engineering Services.

13.5.1 Full Professional Team. For the performance of the services required by the Agreement the Consultant will employ the services of consulting engineers so as to provide a full professional team as dictated by the disciplines of architectural and engineering design involved in the Work. The engineering consultants to be employed by the Consultant are named below.

Civil Engineer

Name Cannon and Cannon, Inc.
Address 8550 Kingston Pike
Knoxville, TN 37919
Phone 865-670-8555
Email hcannon@cannon-cannon.com
TN License # 17339

Mechanical Engineer

Name I C Thomasson Associates, Inc.
Address 1114 Clinch Ave., Suite 200
Knoxville, TN 37916
Phone 865-525-3488
Email pmccown@icthomasson.com
TN License # 109786

Landscape Architect

Name Carol R. Johnson Associates, Inc.
Address 524 S. Gay Street
Knoxville, TN 37902
Phone 865-522-2752
Email chris.jones@ibigroup.com
TN License # 1133

Structural Engineer

Name Chad Stewart & Associates, Inc.
Address 800 S. Gay Street, Suite 1625
Knoxville, TN 37929
Phone 865-329-9920
Email bobbyh@csastructures.com
TN License # 112384

Electrical Engineer

Name I C Thomasson Associates, Inc.
Address 1114 Clinch Ave., Suite 200
Knoxville, TN 37916
Phone 865-525-3488
Email kblalock@icthomasson.com
TN License # 107685

Security/Telecom Consultant

Name TLC Engineering
Address 255 S. Orange Ave., Suite 1600
Orlando, FL 32801
Phone 407-841-9050
Email
TN License #

Public Safety Architect

Name Architects Design Group
Address 333 North Knowles Avenue
Winter Park, FL 32789
Phone 407-647-1706
Email ianr@adgusa.com
TN License#

The Consultant shall notify the Owner in writing of any intended change in Subconsultants and the Owner shall have the right of approval of any replacement Subconsultant.

13.5.2 Licensed Engineers. All engineering Drawings, Specifications, detail drawings, approvals, etc., pertaining to civil, structural, mechanical, electrical, and other specialized phases of engineering design will be performed by, or under the supervision of, Professional Engineers licensed in the State of Tennessee and employed by the Consultant for the particular work.

14. Internet Based Project Management Communication System. The Consultant and its engineering Subconsultants shall utilize e-Builder internet-based project management system for all project documentation and contract administration. The system will be administered by Volkert and the Consultant and certain engineering Subconsultants shall be required to use the system as the primary mode of project communication. The intent of using the internet-based project management system is to improve project efforts by promoting timely communications. Secondly, use of this system will reduced the number of paper documents while providing improved record keeping by creation of electronic document files. The Consultant and any additional Subconsultants deemed by Volkert requiring access to the system, shall obtain annual user licenses. The licenses shall be renewed on an annual basis through completion of one-year warranty of the Project. At the end of each project design phase, i.e., schematic, design

development and construction documents, the Consultant shall still provide hard copies of all design documents completed through the various phases of design.

15. Documents and Records

15.1 Property of the City. The City shall own any and all documents, drawings, specifications, plans, copyrights, working papers, notes, designs, technical data reports, and other materials and data gathered or produced in connection with this Agreement. Upon completion of the services provided by the Consultant, or earlier termination of the Agreement for any reason, and payment of all funds due, Consultant shall deliver all such materials to the City. Consultant hereby assigns to the City all right, title and interest in and to such materials, although Consultant shall be entitled to retain duplicates or copies of all such materials for its files and reference.

16. Assignment. The Consultant shall not assign or transfer any interest in this Agreement without obtaining the prior written approval of the City.

17. Subconsultants. Consultant shall not enter into a subcontract for any of the services performed under this Agreement without obtaining the prior written approval of the City.

18. Written Amendments. This Agreement may be modified only by a written amendment or addendum that has been executed and approved by the appropriate officials shown on the signature page of this Agreement.

19. Required Approvals. Neither Consultant nor the City is bound by this Agreement until it is approved by the appropriate officials shown on the signature page of this Agreement.

20. Article Captions. The captions appearing in this Agreement are for convenience only and are not a part of this Agreement; they do not in any way limit or amplify the provisions of this Agreement.

21. Severability. If any provision of this Agreement is determined to be unenforceable or invalid, such determination will not affect the validity of the other provisions contained in this Agreement. Failure to enforce any provision of this Agreement does not affect the rights of the parties to enforce such provision in another circumstance, nor does it affect the rights of the parties to enforce any other provision of this Agreement at any time.

22. Federal, State and Local Requirements. Consultant is responsible for full compliance with all applicable federal, state, and local laws, rules and regulations.

23. No Benefit for Third Parties. The services to be performed by the Consultant pursuant to this agreement with the City are intended solely for the benefit of the City, and no benefit is conferred hereby, nor is any contractual relationship established herewith, upon or with any person or entity not a party to this Agreement. No such person or entity shall be entitled to rely on the Consultant's performance of its services hereunder, and no right to assert a claim against the City or the Consultant, its officers, employees, agents or contractors shall accrue to the Consultant or to any subcontractors, independently retained professional consultant, supplier, fabricator, manufacturer, lender, tenant, insurer, surety or any other third party as a result of this Agreement or the performance or non-performance of the Consultant's services hereunder.

24. Non-Reliance of Parties. Parties explicitly agree that they have **not** relied upon any earlier or outside representations other than what has been included in this Agreement. Furthermore, neither party has been induced to enter into this Agreement by anything other than the specific written terms set forth herein.

25. Force Majeure. Neither party shall be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control, and performance times shall be considered extended for a period of time

equivalent to the time lost because of such delay plus a reasonable period of time to allow the parties to recommence performance of their respective obligations hereunder. Should a circumstance of force majeure last more than ninety (90) days, either party may by written notice to the other terminate this Agreement. The term "force majeure" as used herein shall mean the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders or restraints of any kind of the government of the United States or of the State or any of their departments, agencies or officials, or any civil or military authority; insurrections, riots, landslides, earthquakes, fires, storms, tornadoes, droughts, floods, explosions, breakage or accident to machinery, transmission pipes or canals; or any other cause or event not reasonably within the control of either party.

26. EEO/AA. The City of Knoxville is an EEO/AA/Title VI/Section 504/ADA/ADEA Employer.

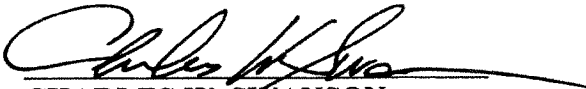
27. Governing Law. This Agreement will be governed and construed in accordance with the laws of the State of Tennessee. Any action for breach of this Agreement or to enforce or nullify any provision of this Agreement shall be instituted only in a court of appropriate jurisdiction in Knox County, Tennessee.

28. Entire Agreement. This Agreement forms the entire Agreement between the City and Consultant. Any prior representations, promises, agreements, oral or otherwise, between the parties, which are not embodied in this writing, will be of no force or effect.

IN WITNESS WHEREOF, the City and Consultant have executed this Agreement in two (2) copies as of the below-written date.

APPROVED AS TO FORM:

CITY OF KNOXVILLE


CHARLES W. SWANSON
LAW DIRECTOR


BY: 
MADELINE ROGERO
MAYOR

DATE: 5/31/19

FUNDS CERTIFIED:


McCARTY HOLSAPLE McCARTY,
INC.

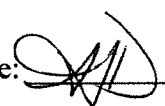

JAMES YORK
FINANCE DIRECTOR

BY: 
TITLE: Vice President

- Exhibit A: City of Knoxville's Request for Qualifications Dated December 27, 2018, with Addendum I
- Exhibit B: Consultant's Response to the RFQ dated, January 18, 2019
- Exhibit C: Scope of the Project
- Exhibit D: Scope of Services
- Exhibit E: Design Deliverables
- Exhibit F: Scope of Surveying Services
- Exhibit G: Schedule of Services, Exhibit G
- Exhibit H: Rate Schedule

Required Documents:

Certificate of Insurance: 

Certificate of Professional Liability Insurance: 

CITY OF KNOXVILLE

REQUEST FOR QUALIFICATIONS

***NEW PUBLIC SAFETY COMPLEX - ARCHITECTURAL
AND ENGINEERING DESIGN SERVICES***

Qualifications to be Received by 11:00:00 a.m., Eastern Time

January 18, 2019

Submit Qualifications to:

City of Knoxville

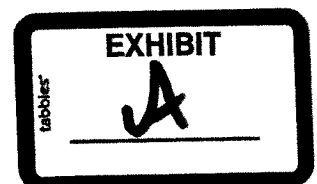
Office of Purchasing Division

City/County Building

Room 667-674

400 Main Street

Knoxville, Tennessee 37902



CITY OF KNOXVILLE
Request for Qualifications

***NEW PUBLIC SAFETY COMPLEX - ARCHITECTURAL AND
ENGINEERING DESIGN SERVICES***

Table of Contents

Item	Page Number
Statement of Intent	3
RFQ Timeline	3
Background	3
General Conditions	4
Scope of Service	5
Contract Requirements.....	5
Instructions to Submitting Entities	13
Evaluation Criteria	16
Submission Forms.....	17

**City of Knoxville
Request for Qualifications**

***NEW PUBLIC SAFETY COMPLEX - ARCHITECTURAL AND
ENGINEERING DESIGN SERVICES***

I. Statement of Intent

The City of Knoxville seeks statements of qualifications from responsible and qualified firms or teams to provide A/E design services for a renovation project converting an existing campus of multiple buildings into a New Public Safety Complex. The renovation will consist of demolition of interior finishes and systems followed by buildout of approximately 190,000 SF of interior spaces. Exterior site improvements, parking, drives and landscaping along with new HVAC, plumbing and electrical systems will also be included with the new interior finishes.

II. RFQ Time Line

Availability of RFQ*December 27, 2018*

Deadline for questions to be submitted in writing to the
Assistant Purchasing Agent*January 11, 2019*

Qualifications Due Date.....*January 18, 2019*

This timetable is for the information of submitting entities. These dates are subject to change. **However, in no event shall the deadline for submission of qualifications be changed except by written modification from the City of Knoxville Purchasing Division.**

III. Background

The Knoxville Police Department's current headquarters at the Safety Building on 800 Howard Baker Jr. Avenue, built 50 years ago, is antiquated and insufficient for the technology and space needed for the current KPD operations. In addition, areas of the Safety Building do not meet current fire safety and/or ADA accessibility standards. The space no longer accommodates the entire KPD staff and the KFD Administration staff currently leases space at a separate location. The City of Knoxville desires to renovate an existing site to house over 300 employees, vehicles, equipment, and the City courtroom. The City envisions a design that maximizes operational efficiencies, incorporates sustainable building practices to achieve LEED status (level to be determined at a future date), provides a secure facility while allowing access for the public and benefits to the overall community and/or neighborhood(s), and is practical and economically beneficial.

IV. General Conditions

4.1 The following data is intended to form the basis for submission of qualifications to provide professional services for the design of the City of Knoxville's New Public Safety Complex.

4.2 This material contains general conditions for the procurement process, the scope of

service requested; contract requirements; instructions for submissions of qualifications; and submission forms that must be included in the Statement of Qualifications. The RFQ should be read in its entirety before preparing the submission.

4.3 All materials submitted pursuant to this RFQ shall become the property of the City of Knoxville.

4.4 To the extent permitted by law, all documents pertaining to this Request for Qualifications shall be kept confidential until the qualification evaluation is complete and a recommendation submitted to City Council for review. No information about any submission of qualifications shall be released until the process is complete, except to the members of the Evaluation Committee and other appropriate City staff. All information provided shall be considered by the Evaluation Committee in making a recommendation to enter into an agreement with the selected consultant.

4.5 Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the RFQ shall be made **in writing and be in the hands of the Assistant Purchasing Agent by the close of the business day on January 11, 2019.** Questions can be submitted by letter, fax (865-215-2277), or email to powens@knoxvilletn.gov. The City of Knoxville is not responsible for oral interpretations given by any City employee, representative, or others. The issuance of written addenda is the only official method whereby interpretation, clarification, or additional information can be given. If any addenda are issued to this Request for Qualifications, the Purchasing Division will post them to the City's website at www.knoxvilletn.gov/bids. Submitting organizations are strongly encouraged to view this website often to see if addenda are posted. Failure of any qualifier to receive such addendum or interpretation shall not relieve such Proposer from any obligation under his bid as submitted. All addenda so issued shall become part of the Contract Documents.

4.6 The City of Knoxville reserves the right to (a) accept or reject any and/or all submissions of qualifications; (b) to waive irregularities and technicalities; and (c) accept any alternative submission of qualifications presented which in its opinion, would best serve the interests of the City. The City shall be the sole judge of the qualifications, and the resulting negotiated agreement that is in its best interest, and its decision shall be final. The City also reserves the right to make such investigation as it deems necessary to determine the ability of any submitting entity to perform the work or service requested. Information the City deems necessary to make this determination shall be provided by the submitting entity. Such information may include, but is not limited to, current financial statements by an independent CPA, verification of availability of equipment and personnel, and past performance records.

4.7 Included in the Contract Documents is an affidavit that the undersigned has not entered into any collusion with any person in respect to this qualification. The qualifier is required to submit this affidavit with the submission. Also included is the Diversity Business Program contracting packet. Submissions must indicate on the enclosed form whether or not the proposer/qualifier intends to use subcontractors and/or suppliers from one of the defined groups. Proposers/Qualifiers are advised that the City tracks use of such use, but it does not influence or affect evaluation or award.

4.8 Subsequent to the Evaluation Committee's review and the Mayor's recommendation of a firm(s), Knoxville City Council approval may be required before the final contract may be executed.

4.9 All expenses for making submission of qualifications shall be borne by submitting entity.

4.10 Any submission of qualifications may be withdrawn up until the date and time for opening of the submissions. **Any submission not so withdrawn shall, upon opening, constitute an irrevocable offer for a period of 90 days to the City of Knoxville for the services set forth in the Request for Qualifications until one or more of the submissions have been duly accepted by the City.**

4.11 Prior to submitting their proposals, proposers are to be registered with the Purchasing Division through the City of Knoxville's online Vendor Registration system. Instructions for registering on-line are available at www.knoxvilletn.gov/purchasing. **Submissions from un-registered submitters may be rejected.**

4.12 **NO CONTACT POLICY:** After the posting of this solicitation to the Purchasing Division's website, any contact initiated by any proposer with any City of Knoxville representative concerning this procurement action is strictly prohibited, unless such contact is made with the Purchasing Division representative listed herein or with said representative's authorization. Any unauthorized contact may cause the disqualification of the proposer from this procurement transaction.

4.13 **INCLEMENT WEATHER:** During periods of inclement weather, the Purchasing Division will enact the following procedures with regard to solicitations and weather delays:

- If City offices are closed due to inclement weather on the date that bids/proposals/qualifications/letters of interest are due into the Purchasing Office, all solicitations due that same day will be moved to the next operational business day.
- The City of Knoxville shall not be liable for any commercial carrier's decision regarding deliveries during inclement weather.

V. Scope of Service

The City of Knoxville seeks statements of qualifications from responsible and qualified firms or teams to provide A/E design services for a renovation project converting an existing campus of multiple buildings into a New Public Safety Complex. The renovation will consist of demolition of interior finishes and systems followed by buildout of approximately 190,000 SF of interior spaces. Exterior site improvements, parking, drives and landscaping along with new HVAC, plumbing, and electrical systems will also be included with the new interior finishes.

VI. Contract Requirements

Submitting entities, if selected, must be willing to sign a contract with the City which will include certain provisions, among which are the following:

6.1 **Contract Documents.** The contract shall consist of (1) the RFQ; (2) the qualifications submitted by the contractor to this RFQ; and (3) the contract. In the event of a discrepancy between the contract, the RFQ and the submitted qualifications, the terms that provide the greater benefit to the City and/or impose the greater obligation to the contractor will prevail.

6.2 Administration. The contract will be administered by the City of Knoxville Finance Department.

6.3 Invoices. Invoices for services will be submitted to the City in accordance with the contract terms.

6.4 Independent Contractor. The relationship of contractor to the City will be that of independent contractor. The contractor will be solely and entirely responsible for its acts and for the acts of its agents, employees, servants and subcontractors done during the performance of the contract. All services performed by the contractor shall be provided in an independent contractor capacity and not in the capacity of officers, agents, or employees of the City.

6.5 Assignment. The contractor shall not assign or transfer any interest in this contract without prior written consent of the City of Knoxville.

6.6 Indemnification and Hold Harmless. Contractor shall indemnify, defend, save and hold harmless the City, its employees, agents, and officers, of and from suits, claims, actions, damages, and expenses, including reasonable attorney's fees, to the extent caused by the negligent acts, errors, omissions of the firm, and/or its agents, employees, officers, directors, consultants, subcontractors and suppliers ("Indemnified Claim").

Contractor shall assume and take over the defense of the City in any such claim, demand, suit, or cause of action involving an Indemnified Claim upon written notice and demand for same by the City. Contractor will have the right to defend the City with counsel of its choice that is satisfactory to the City, and the City will provide reasonable cooperation in the defense as Contractor may request. Contractor will not consent to the entry of any judgment or enter into any settlement with respect to an Indemnified Claim without the prior written consent of the City, such consent not to be unreasonably withheld or delayed. The City shall have the right to participate in the defense against an Indemnified Claim with counsel of its choice at its own expense.

Contractor shall save, indemnify and hold City harmless and pay judgments that shall be rendered in any such actions, suits, claims or demands against the City with respect to any Indemnified Claim.

The indemnification and hold harmless provisions of this Agreement shall survive termination of the Agreement.

6.7 Termination. The City may this Agreement at any time, with or without cause, by written notice of termination to the Contractor.

If the City terminates this Agreement, and such termination is not a result of a default by the Contractor, the Contractor shall be entitled to receive as its sole and exclusive remedy the following amounts from the City, and the City shall have no further or other obligations to the Contractor: the amount due to the Contractor for work executed through the date of termination,

not including any future fees, profits, or other compensation or payments which the Contractor would have been entitled to receive if this Agreement had not been terminated.

The City may, by written notice of default to the Contractor, terminate the whole or any part of this Agreement if the Contractor fails to perform any provisions of this Agreement and does not cure such failure within a period of ten (10) days (or such longer period as the Purchasing Agent may authorize in writing) after receipt of said notice from the Purchasing Division specifying such failure. If this Agreement is terminated in whole or in part for default, the City may procure, upon such terms and in such manner as the Purchasing Agent may deem appropriate, supplies or services similar to those terminated.

6.8 Insurance. When applicable and prior to the commencement of the contract, contractor must, at its sole expense, obtain and maintain in full force and effect for the duration of the Agreement and any extension hereof at least the following types and amounts of insurance for claims which may arise from or in connection with this Agreement. Contractor shall furnish the City of Knoxville with properly executed certificates of insurance which shall clearly evidence all insurance required by the City. All insurance must be underwritten by insurers with an A.M. Best rating of A-VIII or better. Such insurance shall be at a minimum the following:

- A. **Commercial General Liability Insurance;** occurrence version commercial general liability insurance, and if necessary umbrella liability insurance, with a limit of not less than two million dollars each occurrence for bodily injury, personal injury, property damage, and products and completed operations. If such insurance contains a general aggregate limit, it shall apply separately to the work/location in this Agreement or be no less than \$3,000,000.

Such insurance shall:

- (a.) Contain or be endorsed to contain a provision that includes the City, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed insureds. Proof of additional insured status up to and including copies of endorsements and/or policy wording will be required.

- (b.) For any claims related to this project, Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, officers, employees, and volunteers. Any insurance or self-insurance programs covering the City, its officials, officers, employees, and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

- (c.) At the sole discretion of the City, dedicated limits of liability for this specific project may be required.

- B. **Automobile Liability Insurance;** including vehicles owned, hired, and non-

owned, with a combined single limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for loading and unloading hazards. Insurance shall contain or be endorsed to contain a provision that includes the City, its officials, officers, employees, and volunteers as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of Contractor.

- C. **Workers' Compensation Insurance.** Contractor shall maintain workers' compensation insurance with statutory limits as required by the State of Tennessee or other applicable laws and employers' liability insurance with limits of not less than \$500,000. Contractor shall require each of its subcontractors to provide Workers' Compensation for all of the latter's employees to be engaged in such work unless such employees are covered by Contractor's workers' compensation insurance coverage.
- D. **Professional Liability (including Errors & Omissions).** Consultant shall maintain professional liability insurance covering claims arising from real or alleged negligent errors, omissions, or acts committed in the performance of professional services under this contract with limits of \$2,000,000. If the coverage is written on a claims-made form:
- a. The "Retro Date" must be shown and must be before the date of the contract or the beginning of contract work.
 - b. Insurance must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract work and acceptance by the City.
 - c. If coverage is cancelled or non-renewed and not replaced with another claims-made policy form with a "Retro Date" prior to the contract effective date, Consultant must purchase "extended reporting" coverage for a minimum of three (3) years after completion of contract work.
 - d. A copy of the claims reporting requirements must be submitted to the City for review.
- E. **Other Insurance Requirements.** Contractor shall:
- Prior to commencement of services, furnish the City with original certificates and amendatory endorsements effecting coverage required by this section and provide that such insurance shall not be cancelled, allowed to expire, or be materially reduced in coverage except on 30 days' prior written notice to the City Attorney of Knoxville; P.O. Box 1631; Knoxville, Tennessee 37901. Proof of policy provisions regarding notice of cancellation will be required.
 - Upon the City's request, provide certified copies of endorsements and policies if requested by the City in lieu of or in addition to certificates of insurance. Copies of policies will only be requested when contracts are deemed to be extremely or uniquely hazardous, include a dollar amount that is significant to the overall budget of the City or a City Department, or the coverage(s) may not follow standard insurance

forms. A policy will only be requested after the City's Risk Manager has reviewed the contract and proof of coverage has been provided. Should the certificate of insurance refer to specific coverage wording or endorsements(s), proof of such policy wording or endorsement(s) will be required.

- Replace certificates, policies, and endorsements for any such insurance expiring prior to completion of services.
- Maintain such insurance from the time services commence until services are completed. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of contract.
- If Contractor cannot procure insurance through an insurer having an A.M. Best rating of A-VIII, Contractor may, in the alternative, place such insurance with insurer licensed to do business in Tennessee and having A.M. Best Company ratings of no less than A. Modification of this standard may be considered upon appeal to the City Law Director.
- Require all subcontractors to maintain during the term of the Agreement Commercial General Liability insurance, Business Automobile Liability insurance, and Workers' Compensation/Employer's Liability insurance (unless subcontractor's employees are covered by Contractor's insurance) in the same manner as specified for Contractor. Contractor shall furnish subcontractors' certificates of insurance to the City without expense immediately upon request.
- Large Deductibles; Self-Insured Retentions. Any deductibles and/or self-insured retentions greater than \$50,000 must be disclosed to and approved by the City of Knoxville prior to the commencement of services. Use of large deductibles and/or self-insured retentions may require proof of financial ability as determined by the City.
- Waiver of Subrogation Required. The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, and employees for losses arising from work performed by Contractor for the City. Proof of waiver of subrogation up to and including copies of endorsements and/or policy wording will be required.
- Occurrence Basis Requirement. All general liability policies must be written on an occurrence basis, unless the Risk Manager determines that a claims made basis is reasonable in the specific circumstance. Use of policies written on a claims made basis must be approved by the City. Risk Manager and retroactive dates and/or continuation dates must be provided to the City prior to commencement of any work performed. Professional Liability and Environmental Liability (Pollution Coverage) are most commonly written on a claims made basis and are generally acceptable in that form.

6.9 Ethical Standards. Attention of all firms is directed to the following provisions contained in the Code of the City of Knoxville: Chapter 24, Article II, Section 24-33 entitled "Debts owed

by persons receiving payments other than Salary;" Chapter 2, Article VIII, Division 11. the Contractor hereby takes notice of and affirms that it is not in violation of, or has not participated, and will not participate, in the violation of any of the following ethical standards prescribed by the Knoxville City Code:

A. Section 2-1048. Conflict of Interest.

It shall be unlawful for any employee of the city to participate, directly or indirectly, through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing or otherwise, in any proceeding or application, request for ruling or other determination, claim or controversy or other matter pertaining to any contract or subcontract and any solicitation or proposal therefore, where to the employee's knowledge there is a financial interest possessed by:

- (1) the employee or the employee's immediate family;
- (2) A business other than a public agency in which the employee or member of the employee's immediate family serves as an officer, director, trustee, partner or employee; or
- (3) Any person or business with whom the employee or a member of the employee's immediate family is negotiating or has an arrangement concerning prospective employment.

B. Section 2-1049. Receipt of Benefits from City Contracts by Council Members, Employees and Officers of the City.

It shall be unlawful for any member of council, member of the board of education, officer or employee of the city to have or hold any interest in the profits or emoluments of any contract, job, work or service, either by himself or by another, directly or indirectly. Any such contract for a job, work or service for the city in which any member of council, member of the board of education, officer or employee has or holds any such interest is void.

C. Section 2-1050. Gratuities and Kickbacks Prohibited.

It is unlawful for any person to offer, give or agree to give to any person, while a city employee, or for any person, while a city employee, to solicit, demand, accept or agree to accept from another person, anything of a pecuniary value for or because of:

- (1) An official action taken, or to be taken, or which could be taken;
- (2) A legal duty performed, or to be performed, or which could be performed; or
- (3) A legal duty violated, or to be violated, or which could be violated by such person while a city employee.

Anything of nominal value shall be presumed not to constitute a gratuity under this section.

Kickbacks. It is unlawful for any payment, gratuity, or benefit to be made by or on behalf of a subcontractor or any person associated therewith as an inducement for the award of a subcontract or order.

D. Section 2-1051. Covenant Relating to Contingent Fees.

(a) Representation of Contractor. Every person, before being awarded a contract in excess of ten thousand dollars (\$10,000.00) with the city, shall represent that no other

person has been retained to solicit or secure the contract with the city upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for bona fide employees or bona fide established commercial, selling agencies maintained by the person so representing for the purpose of securing business.

(b) Intentional Violation Unlawful. The intentional violation of the representation specified in subsection (a) of this section is unlawful.

E. Section 2-1052. Restrictions on Employment of Present and Former City Employees. Contemporaneous employment prohibited. It shall be unlawful for any city employee to become or be, while such employee, an employee of any party contracting with the particular department or agency in which the person is employed.

For violations of the ethical standards outlined in the Knoxville City Code, the City has the following remedies:

- (1) Oral or written warnings or reprimands;
- (2) Cancellation of transactions; and
- (3) Suspension or debarment from being a Contractor or subcontractor under city or city-funded contracts.

The value of anything transferred in violation of these ethical standards shall be recoverable by the City from such person. All procedures under this section shall be in accord with due process requirements, included but not limited to a right to notice and hearing prior to imposition of any cancellation, suspension or debarment from being a Contractor or subcontractor under a city contract.

6.10 Firms must comply with the President's Executive Order No. 11246 and 11375 which prohibit discrimination in employment regarding race, color, religion, sex or national origin. Firms must also comply with Title VI of the Civil Rights Act of 1964, Copeland Anti-Kick Back Act, the Contract Work Hours and Safety Standards Act, Section 402 of the Vietnam Veterans Adjustment Act of 1974, Section 503 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, all of which are herein incorporated by reference.

6.11 Firms shall give consideration to the inclusion of minority firms or individuals in this project, and shall advise the city in this submittal of qualifications of their efforts to do so.

6.12 Firms shall give consideration to the use of environmentally sustainable best practices, and shall advise the city in this submittal of qualifications of their efforts to do so.

6.13 Federal, State, and Local Requirements. Each submitting entity is responsible for full compliance with all applicable federal, state, and local laws, rules and regulations.

6.14 Licenses. The contractor must be a licensed professional as required by the State of Tennessee for any services in this contract requiring such licensure. Additionally, any and all sub-consultants/contractors employed by the prime consultant/contractor for the performance of the services requested in this RFQ must be licensed as professional service firms in the State of

Tennessee if said sub-consultants/contractors will perform services that are considered professional in nature. As such, the prime consultant/contractor submitting his/her statement of qualifications must submit an affidavit with his/her statement of qualifications stating that all sub-consultants/contractors he plans to use are indeed licensed as professional service firms in the State of Tennessee. This affidavit is located in the "submission forms" section of this RFQ.

6.15 Before a contract is signed by the City, the submitting entity, if selected, **must** provide the City Purchasing Division with a copy of its valid business license **or** with an affidavit explaining why it is exempt from the business licensure requirements of the city or county in which it is headquartered. If a contract is signed, the contractor's business license shall be kept current throughout the duration of the contract, and the contractor shall inform the City of changes in its business name or location.

6.16 Funding. The City's performance and obligation to pay under this contract is subject to funding contingent upon an annual appropriation.

6.17 Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Tennessee and its conflict of laws provisions. Venue for any action arising between the City and the Contractor from the Agreement shall lie in Knox County, Tennessee.

6.18. Subcontracts to the Agreement. Contractor shall not enter into a subcontract for any of the services performed under this Agreement without obtaining the prior written approval of the City.

6.19. Amendments. This Agreement may be modified only by a written amendment or addendum that has been executed and approved by the appropriate officials shown on the signature page of the Agreement.

6.20 Captions. The captions appearing in the Agreement are for convenience only and are not a part of the Agreement; they do not in any way limit or amplify the provisions of the Agreement.

6.21. Severability. If any provision of the Agreement is determined to be unenforceable or invalid, such determination shall not affect the validity of the other provisions contained in the Agreement. Failure to enforce any provision of the Agreement does not affect the rights of the parties to enforce such provision in another circumstance, nor does it affect the rights of the parties to enforce any other provision of this Agreement at any time.

6.22 No Benefit for Third Parties. The services to be performed by the Contractor pursuant to the Agreement with the City are intended solely for the benefit of the City, and no benefit is conferred hereby, nor is any contractual relationship established herewith, upon or with any person or entity not a party to the Agreement. No such person or entity shall be entitled to rely on the Contractor's performance of its services hereunder, and no right to assert a claim against the City or the Contractor, its officers, employees, agents, or contractors shall accrue to the Contractor or to any subcontractors, independently retained professional consultant, supplier, fabricator, manufacturer, lender, tenant, insurer, surety, or any other third party as a result of this

Agreement or the performance or non-performance of the Contractor's services hereunder.

6.23 Non-Reliance of Parties. Parties explicitly agree that they have not relied upon any earlier or outside representations other than what has been included in the Agreement. Furthermore, neither party has been induced to enter into this Agreement by anything other than the specific written terms set forth herein.

6.24. Force Majeure. Neither party shall be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control, and performance times shall be considered extended for a period of time equivalent to the time lost because of such delay plus a reasonable period of time to allow the parties to recommence performance of their respective obligations hereunder. Should a circumstance of force majeure last more than ninety (90) days, either party may by written notice to the other terminate this Agreement. The term "force majeure" as used herein shall mean the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders or restraints of any kind of the government of the United States or of the State or any of their departments, agencies or officials, or any civil or military authority; insurrections, riots, landslides, earthquakes, fires, storms, tornadoes, droughts, floods, explosions, breakage or accident to machinery, transmission pipes or canals; or any other cause or event not reasonably within the control of either party.

6.25 EEO/AA/ The City of Knoxville is an EE/AA/Title VI/Section 504/ADA/ADEA Employer.

6.26 By submitting a statement of qualifications, the submitting entity agrees to all terms and conditions established in this RFQ, including its contract requirements.

VII. Instructions to Submitting Entities

All submissions of qualifications shall comply with the following instructions. These instructions ensure that (1) submissions contain the information and documents required by the City RFQ; and (2) the submissions have a degree of uniformity to facilitate evaluation.

7.1 General

Submission forms and RFQ documentation may be obtained on or after December 27, 2018, at no charge from:

City of Knoxville Purchasing Division
City/County Building
400 Main Street, Room 667
Knoxville, Tennessee 37902

between 8:30 a.m. and 4:30 p.m. (Eastern Time), Monday through Friday or by calling 865-215-2070. Forms and RFQ information are also available on the City web site at www.knoxvilletn.gov/bids where it can be read or printed using Adobe Acrobat Reader software.

7.2 Submission Information

Submitters shall include three (3) hard copies (one (1) original and two (2) duplicates)—**mark the original as such**), as well as one electronic copy of their submission (.pdf format on CD and USB drive only)—**mark the storage device with the company name**); the electronic version shall be an exact duplicate of the original, and the electronic version will be the official document exhibited in the contract. **Electronic submissions must be included with the sealed submissions; do not email your submission.**

Submissions of Qualifications shall clearly indicate the legal name, address and telephone number of the submitting entity (company, firm, partnership, individual). Original signature must be signed above the typed or printed name and title of the signer. All submissions of qualifications must be signed by an officer of the company authorized to bind the firm to a contract.

Qualifications will be received until 11:00:00 a.m. (Eastern Time) on January 18, 2019. Each submission of qualifications must be submitted in a sealed envelope addressed to:

City of Knoxville Purchasing Division
City/County Building
400 Main Street, Room 667
Knoxville, TN 37902

IMPORTANT NOTE: Each outermost mailing envelope or shipping carton containing a submission of qualifications must be plainly marked on the outside "New Public Safety Complex." Those making submissions are reminded that the Purchasing Division receives many submissions for any number of solicitations; **unlabeled submissions are extremely difficult to match to their appropriate solicitations and therefore may be rejected.**

Any submissions of qualifications received after the time and date on the cover sheet will not be considered. It shall be the sole responsibility of the submitting entity to have the submissions of qualifications delivered to the City of Knoxville Purchasing Division on or before that date.

Late submissions will not be considered. Submissions that arrive late due to the fault of United States Postal Service, United Parcel Service, DHL, FEDEX, any delivery/courier service, or any other carrier of any sort are still considered late and shall not be accepted by the City. Such submissions shall remain unopened and will be returned to the submitting entity upon request.

7.3 Format

The City is committed to reducing waste. Submissions of qualifications must be typed on 8.5 x 11 inch wide white paper, printed on both sides. **DO NOT BIND** the document; instead, staple or binder clip the submission together and place in a sealed envelope (see Paragraph 7.2). Pages must be consecutively numbered. A table of contents must be included in the submission immediately after the title page, and each of the following numbered sections must be tabbed.

Submissions of qualifications shall be structured as follows:

1. Title Page
2. Table of Contents
3. Submission Forms:
 - A. Form S-1
 - B. Non-Collusion Affidavit
 - C. No Contact/No Advocacy Affidavit
 - D. Licensure Affidavit
 - E. Iran Divestment Act Certification of Noninclusion
 - F. Diversity Business Enterprise Program form
4. Body of Proposal: Firm shall include any information it deems necessary for evaluation during selection process including experience with and successful completion of projects with the following criteria: (Information which submitting entity wishes to include)
 - a. Public Work at the city, county, and state level.
 - b. Renovation Projects of comparable size and scope to this project.
 - c. Maintaining budgets through cost effective design solutions.
 - d. Design-Build Delivery Method working with CM at Risk
 - e. Contract Administrator able to provide effective solutions to maintain budget and schedule.
 - f. Project experience working with a Program Manager.

NOTE: All required submission forms may be found in this solicitation document.

7.4 Evaluation of Qualifications

All qualified submissions received by the deadline will be analyzed by the Evaluation Committee according to the criteria outlined in these specifications. Failure to comply with the provisions of the RFQ may cause any submission of qualifications to be ineligible for evaluation. Each submittal of Qualifications will be initially analyzed and judged according to the evaluation criteria below. The maximum score is 100 points.

Firms and/or teams responding to this Request for Qualifications shall be available for interviews with the Evaluation Committee. Discussions may be conducted with responsible submitting entities for purposes of clarification to assure full understanding of and conformance to the RFQ requirements. Selection shall be based on the firms' qualifications applicable to the scope and nature of the services to be performed per this request for qualifications. Determination of firms' qualifications shall be based on their written responses to this Request for Qualifications and information presented to the Evaluation Committee during oral interviews, if any.

Each Statement of Qualifications will be initially analyzed and judged according to the evaluation criteria listed in Section VIII below. The maximum score is 100 points.

In addition to materials provided in the written responses to this Request for Qualifications, the Committee may request additional material, information, or references from the submitting entity or others.

Provided it is in the best interest of the City of Knoxville, the firm or team determined to be the most

responsive to the City of Knoxville, taking into consideration the evaluation factors set forth in this Request for Qualifications, will be selected to begin contractual negotiations. The firm or team selected will be notified at the earliest practical date and invited to submit more comprehensive information if necessary. If no satisfactory agreement can be reached with the "most responsive firm," the City may elect to negotiate with the next best and most responsive firm or team.

VIII. Evaluation Criteria

An evaluation team, composed of representatives of the City, will evaluate Statements of Qualifications on a variety of quantitative and qualitative criteria. Upon receipt of submissions, the City will review to determine whether the submission is acceptable or non-acceptable based on the criteria outlined below.

The criteria, and their associated weights, upon which the evaluation of the qualifications will be based includes, but is not limited to, the following:

- Firm Experience and Qualifications of Personnel: 50 points
- Project Management Skills: 30 points
- References and Quality of Past Work: 20 points

Submission Forms

**CITY OF KNOXVILLE
REQUEST FOR QUALIFICATIONS
NEW PUBLIC SAFETY COMPLEX**

Submission Form (S-1)

**Qualifications To Be Received by 11:00 a.m., Eastern Time, January 18, 2019, in Room
667-674, City/County Building, Knoxville, Tennessee.**

IMPORTANT: Submitters shall include three (3) hard copies (one original and two (2) duplicates—**mark the original as such**), as well as one electronic copy of their submission (.pdf format on CD or USB drive only—**mark the storage device with the company name**); the electronic version shall be an exact duplicate of the original, and the electronic version will be the official document exhibited in the contract. **Electronic submissions must be included with the sealed submissions; do not email your submission.**

Please complete the following:

Legal Name of Qualifier: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Contact Person: _____

Email Address: _____

DUNS #: _____

Signature: _____

Name and Title of Signer:

Note: Failure to use these response sheets may disqualify your submission.

NON-COLLUSION AFFIDAVIT

State of _____

County of _____

_____, being first duly sworn, deposes and says that:

- (1) He/She is the _____ of _____, the firm that has submitted the attached Proposal;
- (2) He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
- (3) Such Proposal is genuine and is not a collusive or sham Proposal;
- (4) Neither the said firm nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other vendor, firm or person to submit collusive or sham proposal in connection with the contract or agreement for which the attached Proposal has been submitted or to refrain from making a proposal in connection with such contract or agreement, or collusion or communication or conference with any other firm, or, to fix any overhead, profit, or cost element of the proposal price or the proposal price of any other firm, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Knoxville or any person interested in the proposed contract or agreement; and
- (5) The proposal of service outlined in the Proposal is fair and proper and is not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees, or parties including this affiant.

(Signed): _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20__.

NOTARY PUBLIC

My Commission expires _____

No Contact/No Advocacy Affidavit

State of _____

County of _____

_____, being first duly sworn, deposes and says that:

(1) He/She is the owner, partner, officer, representative, or agent of _____
_____, the Proposer that has submitted the attached Proposal;

(2) The Proposer _____ swears or affirms that he/she will abide by the following "No Contact" and "No Advocacy" clauses:

- a) **NO CONTACT POLICY:** After the posting of this solicitation to the Purchasing Division's website, any contact initiated by any proposer with any City of Knoxville representative concerning this proposal is strictly prohibited, unless such contact is made with the Assistant Purchasing Agent (Penny Owens). Any unauthorized contact may cause the disqualification of the proposer from this procurement transaction.
- b) **NO ADVOCATING POLICY:** To ensure the integrity of the review and evaluation process, companies and/or individuals submitting proposals for any part of this project, as well as those persons and/or companies representing such proposers, may not lobby or advocate to the City of Knoxville staff including, but not limited to, members of City Council, Office of the Mayor, Finance, Police, or Fire Department, City Court, or any other City staff.

Any company and/or individual who does not comply with the above stated "No Contact" and "No Advocating" policies may be subject to having their proposal rejected from consideration.

Signed: _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 2_____.

My commission expires: _____

LICENSURE AFFIDAVIT OF PRIME QUALIFIER

The undersigned "prime qualifier" hereby states that any and all sub-consultants/contractors employed by the prime qualifier in the performance of the services requested in this RFQ are licensed as professional service firms in the State of Tennessee where said sub-consultants/contractors will perform services that are considered professional in nature.

Signed: _____

Title: _____

Subscribed and sworn to before me this ____ day of _____, 2____.

My commission expires: _____

IRAN DIVESTMENT ACT

Certification of Noninclusion

NOTICE: Pursuant to the Iran Divestment Act, Tenn. Code Ann. § 12-12-106 requires the State of Tennessee Chief Procurement Officer to publish, using creditable information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in § 12-12-105. Inclusion on this list makes a person ineligible to contract with the state of Tennessee; if a person ceases its engagement in investment activities in Iran, it may be removed from the list. A list of entities ineligible to contract in the State of Tennessee Department of General Services or any political subdivision of the State may be found here:

[https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/cpo-library/public-information-library/List_of_persons_pursuant_to_Tenn. Code Ann. 12-12-106 Iran Divestment Act updated 7.7.17.pdf](https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/cpo-library/public-information-library/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106_Iran_Divestment_Act_updated_7.7.17.pdf)

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.

Vendor Name (Printed)	Address
By (Authorized Signature)	Date Executed
Printed Name and Title of Person Signing	

NOTARY PUBLIC:

Subscribed and sworn to before me this _____ day of _____, 2_____.

My commission expires: _____

DIVERSITY BUSINESS ENTERPRISE (DBE) PROGRAM

The City of Knoxville strongly encourages prime contractors to employ diverse businesses in the fulfillment of contracts/projects for the City of Knoxville.

The City of Knoxville's Fiscal Year 201 goal is to conduct 4.03% of its business with minority-owned businesses, 16.30% of its business with woman-owned businesses, and 39.77% with small businesses.

While the City cannot engage (pursuant to state law) in preferential bidding practices, the City does **strongly encourage** prime contractors to seek out and hire diverse businesses in order to help the City meet its goals as stated above. As such, the City encourages prime contractors to seek out and consider competitive sub-bids and quotations from diverse businesses.

For DBE tracking purposes, the City requests that prime contractors who are bidding, proposing, or submitting statements of qualifications record whether or not they plan to employ DBE's as sub-contractors or consultants. With that in mind, please fill out, sign and submit (with your bid/proposal) the following sub-contractor/ consultant statement.

CITY OF KNOXVILLE DIVERSITY BUSINESS DEFINITIONS

Diversity Business Enterprise (DBE's) are minority-owned (MOB), women-owned (WOB), service-disabled veteran-owned (SDVO), and small businesses (SB), who are impeded from normal entry into the economic mainstream because of past practices of discrimination based on race or ethnic background. These persons must own at least 51% of the entity and operate or control the business on a daily basis.

Minority: A person who is a citizen or lawful admitted permanent resident of the United States and who is a member of one (1) of the following groups:

- a. African American, persons having origins in any of the Black racial groups of Africa;
- b. Hispanic American, persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race;
- c. Native American, persons who have origin in any of the original peoples of North America ;
- d. Asian American, person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

Minority-owned business (MOB) is a continuing, independent, for profit business that performs a commercially useful function, and is at least fifty-one percent (51%) owned and controlled by one (1) or

more minority individuals.

Woman-owned business (WOB) is a continuing, independent, for profit business that performs a commercially useful function, and is at least fifty-one percent (51%) owned and controlled by one (1) or more women.

Service Disabled Veteran-owned business (SDOV) is a continuing, independent, for profit business that performs a commercially useful function, owned by any person who served honorably on active duty in the armed forces of the United States with at least a twenty percent (20%) disability that is service connected. Meaning such disability was incurred or aggravated in the line of duty in the active military, naval or air service, and is at least fifty-one percent (51%) owned and controlled by one (1) or more service disabled veteran.

Small Business (SB) is a continuing, independent, for profit business which performs a commercially useful function and has total gross receipts of not more than ten million dollars (\$10,000,000) average over a three-year period or employs no more than ninety-nine (99) persons on a full-time basis.

Subcontractor/Consultant Statement
(TO BE SUBMITTED IN THE BID/PROPOSAL ENVELOPE)

We _____ do certify that on the
(Bidder/Proposer Company Name)

(Project Name)
\$ _____
(Amount of Bid)

Please select one:

☐ **Option A: Intent to subcontract using Diverse Businesses**

A Diversity business will be employed as subcontractor(s), vendor(s), supplier(s), or professional service(s). The estimated **dollar value** of the amount that we plan to pay is:

\$ _____
Estimated Amount of Subcontracted Service

Diversity Business Enterprise Utilization			
Description of Work/Project	Amount	Diverse Classification (MOB, WOB, SB, SDOV)	Name of Diverse Business

☐ **Option B: Intent to perform work "without" using Diverse Businesses**

We hereby certify that it is our intent to perform 100 % of the work required for the contract, work will be completed without subcontracting, or we plan to subcontract with non-Diverse companies.

DATE: _____ COMPANY NAME: _____

SUBMITTED BY: _____ TITLE: _____
(Authorized Representative)

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

TELEPHONE NO: _____

ADDENDUM NO. 1

DATE: January 14, 2019

TO: All Potential Qualifiers

FROM: Penny Owens, Assistant Purchasing Agent, City of Knoxville

SUBJECT: Addendum No. 1 – RFQ for New Public Safety Complex – Architectural and Engineering Design Services

RFQS TO BE OPENED: January 18, 2019 at 11:00:00 a.m. (Eastern Time)

This addendum is being published to address the following questions received regarding the above referenced RFQ. This addendum becomes a part of the contract documents and modifies the original specifications as noted.

Question #1: Can a copy of the recent program study be made available for review?

Response: Yes, please see Exhibit 1 attached.

Question #2: Will a site visit and/or walk through be conducted?

Response: No.

Question #3: What is the preferred delivery method?

Response: See Section VII "Instructions to Submitting Entities" of the RFQ for submission requirements.

Question #4: Will the CM at Risk be selected by the City? Will the A/E have input on the selection of the CM at Risk?

Response: Yes, the construction contractor will be selected by the City along with the Owner's Representative in an advisory capacity. Any input from the A/E on the selection of the construction contractor, it will be on an advisory basis.

Question #5: The RFQ does not state the specific site. Can the location be confirmed and shared?

Response: At present, the plans are for location of the facility at the site of the former Tennova Physician's Regional Hospital. However, a final decision has not been made at this point and the project could be located elsewhere.

Question #6: Have any assessments been completed thus far of the campus (i.e. building condition, structural analysis, asbestos) or is this considered part of the scope?

Response: An initial assessment has been performed as part of the feasibility study for the City. Further assessment will be required as part of the A/E scope of design along with hazardous material testing.

Question #7: Will there be any forensic labs within the building?

Response: A 1,500 SF Crime Lab is part of the preliminary program. A final program will be provided upon A/E firm selection.

Question #8: What is the proposed schedule for the project?

Response: The schedule is yet to be determined.

Question #9: Is the firm having completed the program study precluded from being part of a team for a submitting A/E firm?

Response: No

Question #10: Please advise what the budget is for this project.

Response: The City of Knoxville does not disclose project budgets.

Question #11: Is the City willing to modify the Indemnification Clause in this RFQ?

Response: No. The City did revise the Indemnification Clause for Requests for Qualifications pertaining to A&E services in early 2018. Since that time, the City published several RFQs with this clause, received many submissions with this clause, and has awarded contracts with this clause. The City does not intend to modify this clause.

Question #12: Is the City willing to grant a 2 week extension?

Response: No

Question #13: What is the projected construction value for the scope of work shown in the RFQ?

Response: The current estimate is around \$41,000,000.

Question #14: Does the current scope use all of the available square footage of the hospital?

Response: No.

Question #15: Is a written program available for review? Or is program development a part of the scope of work for the project.

Response: A preliminary program has been developed and will be provided upon A/E firm selection. Modifications to the program may occur as design progresses.

Question #16: Is a geotechnical report available?

Response: A geotechnical report is not available at this time. Geotechnical exploration will occur after the portion of existing buildings in the location of the new municipal court and connecting lobby are demolished.

Question #17: Are plans of the hospital and site available?

Response: No.

Question #18: Is there a page limit for the RFQ response?

Response: No.

Question #19: Can we view a draft of the City's contract for architectural and engineering design services?

Response: Please see Section VI "Contract Requirements."

Question #20: Has a detailed building/space program been developed for the project? If not, will that be part of the scope of work for the selected team?

Response: A preliminary program has been developed and will be provided upon A/E firm selection. Modifications to the program may occur as design progresses.

Question #21: Is there a date that construction must begin, or when the current KPD/KFD facilities must be vacated?

Response: We do not have a final project schedule at this time.

Question #22: Is the presentation on the project made to City Council at their workshop on January 10 available for proposers to review?

Response: Yes. See Exhibit 2 attached.

Question #23: Will the submittal scores carry over to the interviews?

Response: No, the criteria published in the RFQ will be used for scoring if we conduct interviews.

Question #24: Will our services include standard A/E design services thru the completion of construction?

Response: Yes.

Question #25: What is the City's anticipated schedule for the interview process for those who are shortlisted?

Response: That has not yet been determined, but anticipate it would be late January or early February if necessary.

Question #26: Has the City established a budget, and if so or not, what is the funding mechanism?

Response: The City does not disclose project budgets. Capital funding will be used for the project.

Question #27: Is the City considering any potential grant applications?

Response: No.

Question #28: Who comprises the selection committee, names, departments, roles, etc.?

Response: The City is not required to disclose this information at this time.

Question #29: Can the City disclose the location?

Response: See Question #5.

Question #30: Once RFQ process is complete, how is the design fee negotiated?

Response: The City will request a proposal from the top –ranked firm and negotiate the fee.

Question #31: Is any structural engineering anticipated? Any bearing walls that will be modified?

Response: Structural engineering design services will be required as part of the A/E scope of services. There will be a new municipal court building and connecting lobby that require structural design. Major building demolition is part of the project with some buildings to remain that will require design of shoring to protect the structural integrity of remaining structures.

Question #32: Do you anticipate that there will be a firing range component within the scope of this project? And is training planned to be in the building?

Response: No, there will be no firing range component. There is classroom training space included in the building.

Question #33: Is a City Emergency Management Center / Operations room planned for this building, or is it already housed somewhere else?

Response: The Emergency Operations Center for Knoxville/Knox County is located elsewhere.

Question #34: Has the existing building had an envelope evaluation?

Response: A cursory visual inspection of the building envelope has been completed but further inspection and evaluation will be required as part of the project design.

Question #35: Have the existing building and parking structure been structurally evaluated?

Response: A cursory visual inspection has been completed but further inspection and evaluation will be required as interior demolition progresses as part of the project design.

Question #36: To support this project as subconsultant, can you provide a list of the potential Primes?

Response: We do not have a list of the firms interested in submitting for this solicitation.

Question #37: Can you provide a list of Primes who have performed similar work for the City in the last 5 years?

Response: Some of the firms who have performed A/E services for the City include (in alphabetical order) BarberMcMurray Architects, Barge Design Solutions, Inc., Cope Architecture, Dollar and Ewers Architecture, Inc., Falconnier Design Company, McCarty Holsapple McCarty, and Michael Brady, Inc. Please note this list may not include all firms the City has contracted with and is not an endorsement of any of the firms listed.

Question #38: Can a subconsultant submit to multiple potential Primes?

Response: Yes

Question #39: If the potential Primes are only identified after the Statements of Qualifications are submitted, can a subconsultant be added to their team after the SOQ are submitted?

Response: Yes. However, the City prefers the team be set at the submission of qualifications as the evaluation includes the entire team. Addition of another subconsultant to the top ranked firm would require the approval of the City.

Question #40: Will CA be included in the A/E services or will the City seek third-party CA services for this project?

Response: Yes, if you are referring to construction administration services, they are included in the A/E services.

Question #41: Are you accepting Statement of Qualifications from MEP firms that can later be paired with an Architectural firm?

Response: No.

Question #42: Are you accepting Statement of Qualifications from companies based outside of the City of Knoxville, TN?

Response: Yes.

Question #43: What's the anticipated total construction budget?

Response: See question #10.

Question #44: What's the anticipated construction schedule or total anticipated number of months for construction?

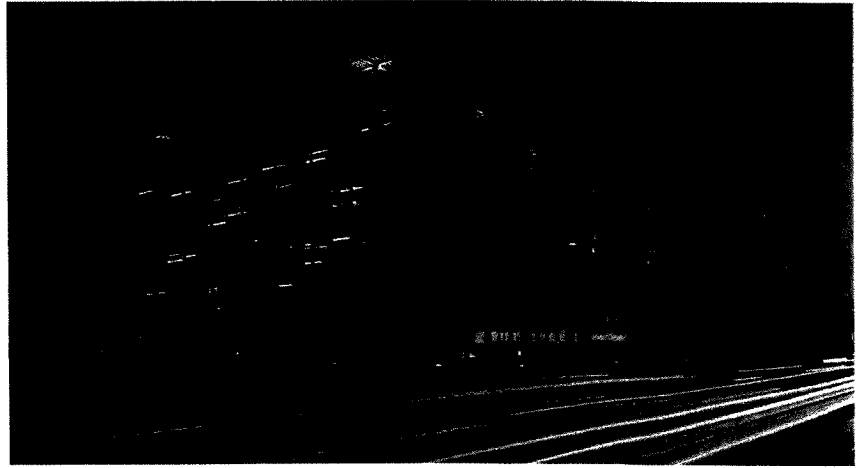
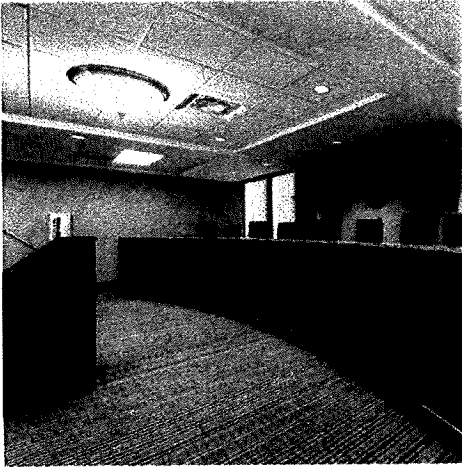
Response: See question #8.

Question #45: What's the anticipated design schedule or total anticipated number of months for design?

Response: See question #8.

END OF ADDENDUM 1

ORIGINAL



City of Knoxville
NEW PUBLIC SAFETY COMPLEX

Request for Qualifications
for Architectural and Engineering Design Services

JANUARY 18, 2019

MHM
McCARTY HOLSAPLE McCARTY



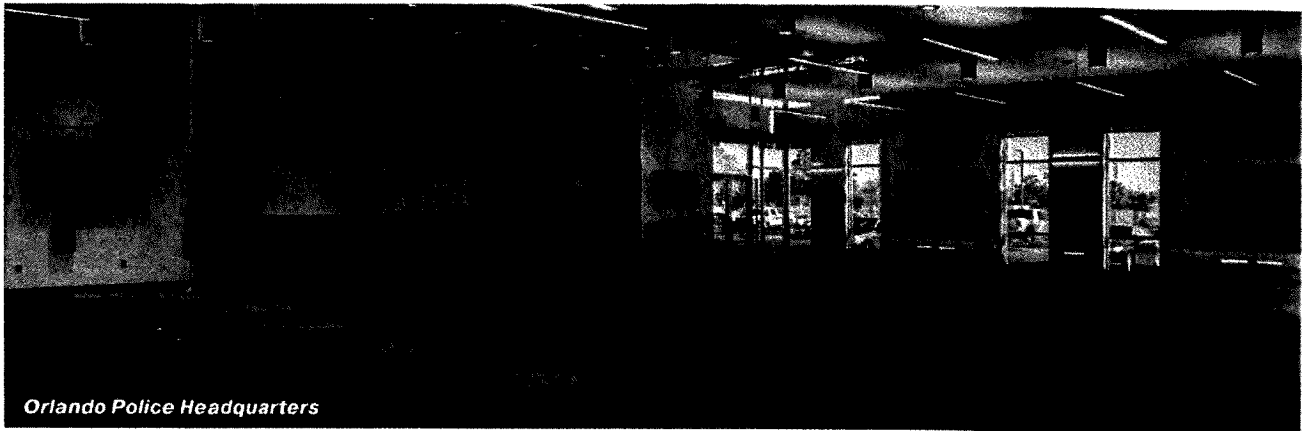
Architects Design Group
[RESEARCH • PLANNING • DESIGN]

1. TITLE PAGE

INTRODUCTION TO OUR TEAM

McCarty Holsaple McCarty Architects, in association with Architects Design Group, is pleased to submit this proposal to provide architectural/engineering services for the City of Knoxville's new Public Safety Complex. MHM will serve as the lead firm on your project. MHM has been in continuous professional practice for 54 years and believe the tenure of our firm speaks well to our strengths of client service and satisfaction. We take pride in delivering inspired architectural design while providing efficient, effective, and innovative solutions. We are committed to meeting your needs, fitting your schedule, and accommodating your project budget.

Our team includes the public safety design firm, Architects Design Group (ADG), who will be directly involved in the project, working side-by-side with MHM throughout the entire project from Schematic Design to Construction Administration. ADG is a nationally-recognized firm that specializes in the master planning and design of public safety, law enforcement, and fire-rescue facilities across the United States. Over the past 47 years, ADG has worked on over 350 public safety facilities, many of these with very similar operational components to this project. ADG understands the unique requirements of police and fire administration facilities, the components that are necessary to ensure safe and efficient daily operations, and how to incorporate these components into a facility to provide complete first responder services.



WHY HIRE OUR TEAM

We believe it is imperative to the success of the project that the City of Knoxville hire an experienced team who is well-versed in the specialized design of public safety facilities, including security and safety. We believe the MHM / ADG team provides the City of Knoxville with the best team to achieve this outcome.

- MHM has an impressive track record of teaming with nationally recognized experts to deliver projects for the City of Knoxville, including the Knoxville Convention Center, McGhee Tyson Airport, Knoxville Station Transit Center and most recently the renovations to the Knoxville Civic Auditorium and Coliseum.
- MHM is the largest architectural firm in East Tennessee and with ADG's national reputation in public safety design, our team can competently and decisively deliver all requirements needed for the completion of this project.
- We understand the unique requirements of police and fire administration facilities, the necessary components to ensure safe and efficient daily operations, and how to incorporate these components into the facility to provide long-term value to the community.
- We are experts in CALEA, IACP, CPTED, IAPE, NFPA, ICC 500, IBC, and FEMA guidelines and how to comply with these standards throughout the planning and design process.

OUR UNDERSTANDING OF THE PROJECT

Public safety facilities not only support the needs of the police and fire departments, but also the surrounding community. It is our understanding that the City of Knoxville is strongly considering locating this facility at the former Tennova Healthcare in Oakwood/Lincoln Park. This project represents a significant opportunity to make a lasting impact on that community in a very sustainable way.

Police and fire-rescue facilities have undergone significant changes over the past few decades. Response times, staffing levels, equipment types, training needs, site constraints, and health and wellness all impact the design.

POLICE FACILITIES

Police departments have a unique culture and lifestyle that permeates the department from the Chief to the patrolman. ADG's facilities are planned and designed with this in mind. Police facilities have undergone significant changes over the past few decades and are no longer based upon the "fortress mentality," in which security was a paramount consideration.

The philosophy of Community Policing has been universally embraced, often resulting in the inclusion of community meeting rooms within the facility. Spaces such as these are intended to provide appropriate and inviting spaces that can be utilized by community and civic groups, demonstrating that law enforcement is a viable part of the civic fabric of any community.

There are many areas of the police facility that should be given special design consideration including: public lobby, community meeting room, interior corridors, booking and holding, records, investigative services, patrol operations, armory, evidence, SWAT/tactical ready room, briefing and muster, locker and shower rooms, physical agility rooms, community policing, and victim interview/waiting room. These crucial components are grounded in the commitment to protecting those specialized areas that present the highest risk and liability to the Department.

FIRE ADMINISTRATION / EOC

Although a fire station is not included in the current building program, the Fire Administration department accommodates diverse functions such as office / administration area, emergency operations center, training, and plans review areas. The emergency operations center can be designed to be a "hot or warm" site to provide break-out rooms off of a centralized incident command center. When not in activation mode, the ICC can serve as a training room.

The new public safety facility, as well as the men and women who work there, will represent vital infrastructure for the Oakwood/Lincoln Park community. Our team's specialized knowledge will ensure these critical buildings are designed to be survivable against man-made and natural disasters. A hardened building envelope, protective openings, redundant infrastructure and communications capabilities are all necessary to guarantee the facility remains fully operational.

SUSTAINABLE DESIGN

MHM and ADG applaud the City of Knoxville for requiring that this facility incorporate sustainable design practices to achieve LEED™ status. We recognize that our profession has a responsibility to protect the environment and we strive to provide our clients with designs that respect the environment, occupant health and building material resources. MHM has 7 LEED Accredited Professionals on staff, including the Partner in Charge, Project Manager and Project Architect assigned to this project. We have completed 13 LEED™ certified projects, with an additional project in review.

CONCLUSION

The entire team is excited about this opportunity to continue our long-lasting relationship with the City of Knoxville. We believe the combination of our team's experience with large, complex projects and specialization in public safety entities throughout the United States makes us uniquely qualified to work with you on this important project. Thank you for reviewing this proposal and we look forward to meeting in person to discuss this opportunity in greater detail.

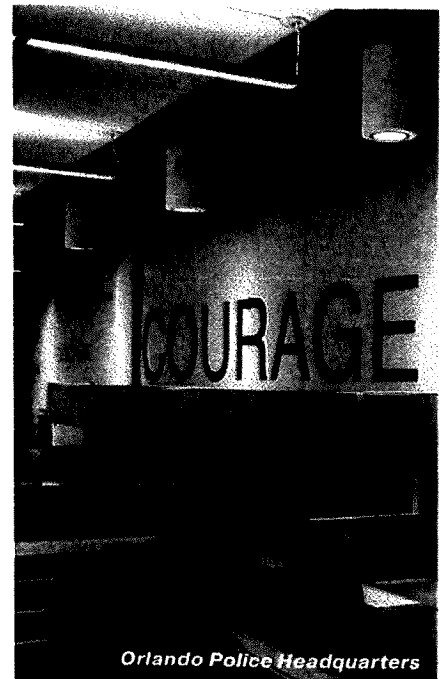




Table of Contents

PART 1

<i>Title Page</i>	2
-------------------------	---

PART 2

<i>Table of Contents</i>	4
--------------------------------	---

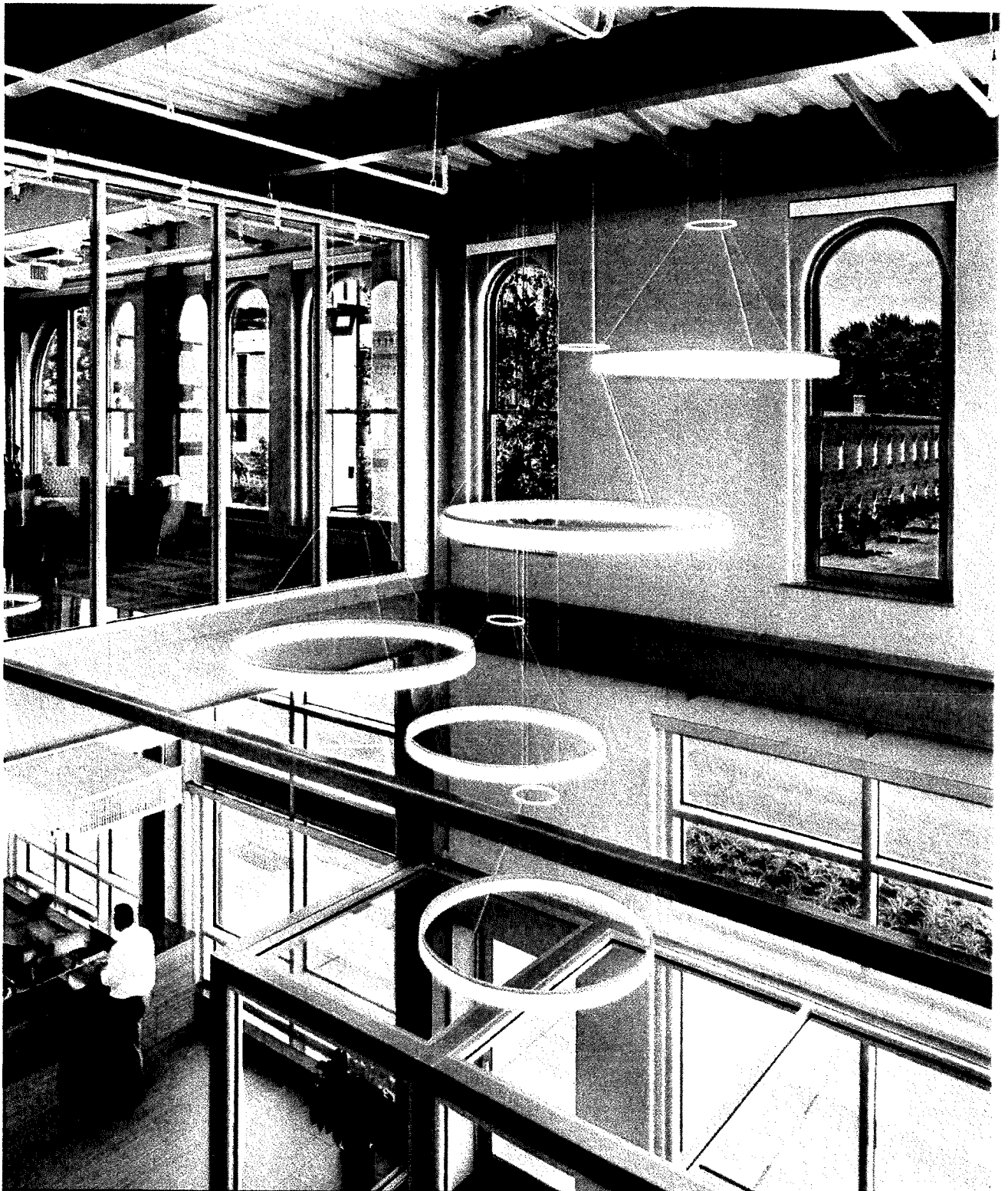
PART 3

<i>Submission Forms A-F</i>	6
-----------------------------------	---

PART 4

Body of Proposal

4.a <i>Public Work Experience</i>	14
4.b <i>Renovation Projects</i>	45
4.c <i>Qualifications of Personnel</i>	68
4.d <i>Project Delivery Method</i>	86
4.e <i>Project Management Approach</i>	87
4.f <i>Working with a Program Manager</i>	95



PART THREE

3.A FORM S-1

CITY OF KNOXVILLE REQUEST FOR QUALIFICATIONS NEW PUBLIC SAFETY COMPLEX

Submission Form (S-1)

Qualifications To Be Received by 11:00 a.m., Eastern Time, January 18, 2019, in Room 667-674, City/County Building, Knoxville, Tennessee.

IMPORTANT: Submitters shall include three (3) hard copies (one original and two (2) duplicates—**mark the original as such**), as well as one electronic copy of their submission (.pdf format on CD or USB drive only—**mark the storage device with the company name**); the electronic version shall be an exact duplicate of the original, and the electronic version will be the official document exhibited in the contract. **Electronic submissions must be included with the sealed submissions; do not email your submission.**

Please complete the following:

Legal Name of Qualifier: McCarly Holsaple McCarly Architects, Inc.

Address: 550 W. Main Street, Suite 300, Knoxville, TN 37902

Telephone Number: (865) 544-2000

Fax Number: (865) 544-0402

Contact Person: David S. Collins, AIA, LEED AP, Vice President

Email Address: dcollins@mhmlnc.com

DUNS #: # 063185623

Signature: 

Name and Title of Signer:
David S. Collins, AIA, LEED AP, Vice President

Note: Failure to use these response sheets may disqualify your submission.

3.B NON-COLLUSION AFFIDAVIT


NON-COLLUSION AFFIDAVIT

State of Tennessee

County of Knox

David S. Collins, being first duly sworn, deposes and says that:

- (1) He/She is the Vice President of McCarthy Holsaple McCarthy Architects, Inc. the firm that has submitted the attached Proposal;
- (2) He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
- (3) Such Proposal is genuine and is not a collusive or sham Proposal;
- (4) Neither the said firm nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other vendor, firm or person to submit collusive or sham proposal in connection with the contract or agreement for which the attached Proposal has been submitted or to refrain from making a proposal in connection with such contract or agreement, or collusion or communication or conference with any other firm, or, to fix any overhead, profit, or cost element of the proposal price or the proposal price of any other firm, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Knoxville or any person interested in the proposed contract or agreement; and
- (5) The proposal of service outlined in the Proposal is fair and proper and is not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees, or parties including this affiant.

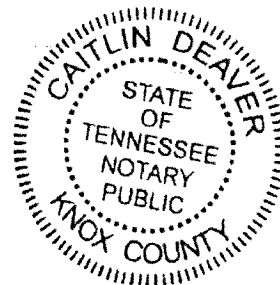
(Signed): 

Title: Vice President

Subscribed and sworn to before me this 18 day of January, 2019.

Caitlin Deaver
NOTARY PUBLIC

My Commission expires 09/06/2021



3.C NO CONTACT/NO ADVOCACY AFFIDAVIT

No Contact/No Advocacy Affidavit

State of Tennessee

County of Knox

David S. Collins, being first duly sworn, deposes and says that:

- (1) He/She is the owner, partner, officer, representative, or agent of McCarty Holsaple McCarty Architects, Inc., the Proposer that has submitted the attached Proposal;
- (2) The Proposer McCarty Holsaple McCarty Architects, Inc. swears or affirms that he/she will abide by the following "No Contact" and "No Advocacy" clauses:
 - a) **NO CONTACT POLICY:** After the posting of this solicitation to the Purchasing Division's website, any contact initiated by any proposer with any City of Knoxville representative concerning this proposal is strictly prohibited, unless such contact is made with the Assistant Purchasing Agent (Penny Owens). Any unauthorized contact may cause the disqualification of the proposer from this procurement transaction.
 - b) **NO ADVOCATING POLICY:** To ensure the integrity of the review and evaluation process, companies and/or individuals submitting proposals for any part of this project, as well as those persons and/or companies representing such proposers, may not lobby or advocate to the City of Knoxville staff including, but not limited to, members of City Council, Office of the Mayor, Finance, Police, or Fire Department, City Court, or any other City staff.

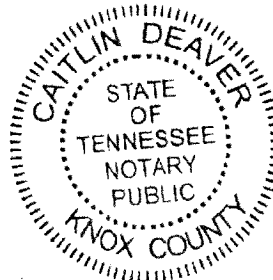
Any company and/or individual who does not comply with the above stated "No Contact" and "No Advocating" policies may be subject to having their proposal rejected from consideration.

Signed: [Signature]

Title: Vice President

Subscribed and sworn to before me this 18 day of January, 2019.


My commission expires: 09/06/2021



3.D LICENSURE AFFIDAVIT OF PRIME QUALIFIER

LICENSURE AFFIDAVIT OF PRIME QUALIFIER

The undersigned "prime qualifier" hereby states that any and all sub-consultants/contractors employed by the prime qualifier in the performance of the services requested in this RFQ are licensed as professional service firms in the State of Tennessee where said sub-consultants/contractors will perform services that are considered professional in nature.

Signed: 

Title: Vice President

Subscribed and sworn to before me this 18 day of January, 2019.

My commission expires: 09/06/2021




3.E IRAN DIVESTMENT ACT CERTIFICATION OF NON-INCLUSION

IRAN DIVESTMENT ACT Certification of Noninclusion

NOTICE: Pursuant to the Iran Divestment Act, Tenn. Code Ann. § 12-12-106 requires the State of Tennessee Chief Procurement Officer to publish, using creditable information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in § 12-12-105. Inclusion on this list makes a person ineligible to contract with the state of Tennessee; if a person ceases its engagement in investment activities in Iran, it may be removed from the list. A list of entities ineligible to contract in the State of Tennessee Department of General Services or any political subdivision of the State may be found here:

[https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/cpo-library/public-information-library/List of persons pursuant to Tenn. Code Ann. 12-12-106 Iran Divestment Act updated 7.7.17.pdf](https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/cpo-library/public-information-library/List%20of%20persons%20pursuant%20to%20Tenn.%20Code%20Ann.%2012-12-106%20Iran%20Divestment%20Act%20updated%207.7.17.pdf)

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.

Vendor Name (Printed) McCarty Holsaple McCarty Architects, Inc.	Address 550 W. Main Street Suite 300 Knoxville, TN 37902
By (Authorized Signature) 	Date Executed January 18, 2019
Printed Name and Title of Person Signing David S. Collins, AIA, LEED AP, Vice President	

NOTARY PUBLIC:

Subscribed and sworn to before me this 18 day of January, 2019.

My commission expires: 09/06/2021



3.F DIVERSITY BUSINESS ENTERPRISE PROGRAM FORM

Subcontractor/Consultant Statement (TO BE SUBMITTED IN THE BID/PROPOSAL ENVELOPE)

We McCarty Holsaple McCarty Architects, Inc. do certify that on the
(Bidder/Proposer Company Name)
City of Knoxville New Public Safety Complex - Architectural and Engineering Design Services
(Project Name)
\$ TBD
(Amount of Bid)

Please select one:

☒ **Option A: Intent to subcontract using Diverse Businesses**

A Diversity business will be employed as subcontractor(s), vendor(s), supplier(s), or professional service(s). The estimated **dollar value** of the amount that we plan to pay is:

\$ 80%
Estimated Amount of Subcontracted Service

Diversity Business Enterprise Utilization			
Description of Work/Project	Amount	Diverse Classification (MOB, WOB, SB, SDOV)	Name of Diverse Business
Architecture	40%	SB	McCarty Holsaple McCarty Architects
Public Safety Architecture	25%	SB	Architects Design Group
Civil Engineering	8%	WOB, SB	Cannon & Cannon
Security / Data Consultant	2%	SB	TLC Engineering
Structural Engineering	5%	SB	CSA Engineers

☐ **Option B: Intent to perform work "without" using Diverse Businesses**

We hereby certify that it is our intent to perform 100 % of the work required for the contract, work will be completed without subcontracting, or we plan to subcontract with non-Diverse companies.

DATE: January 18, 2019 COMPANY NAME: McCarty Holsaple McCarty Architects, Inc.

SUBMITTED BY: David S. Collins, AIA, LEED AP TITLE: Vice President
(Authorized Representative)

ADDRESS: 550 W. Main Street, Suite 300

CITY/STATE/ZIP CODE: Knoxville, Tennessee 37902

TELEPHONE NO: (865) 544-2000



4.a PUBLIC WORK EXPERIENCE

FIRM PROFILE

McCARTY HOLSAPLE McCARTY is a full service architectural, interior design and planning firm located in Knoxville, Tennessee. MHM has designed landmarks in East Tennessee and southwest Virginia for 50 years. Founded by renowned Knoxville architect, the late Bruce McCarty, the 40-person firm is a corporation headed by Doug McCarty, President and CEO; Jeff Johnson, Executive Vice President and CFO; David Collins, Vice President; Vice Presidents: Margaret Butler, John Thurman, Li Wang and Nathan Honeycutt, and Scott Webb as Director of Construction Administration.

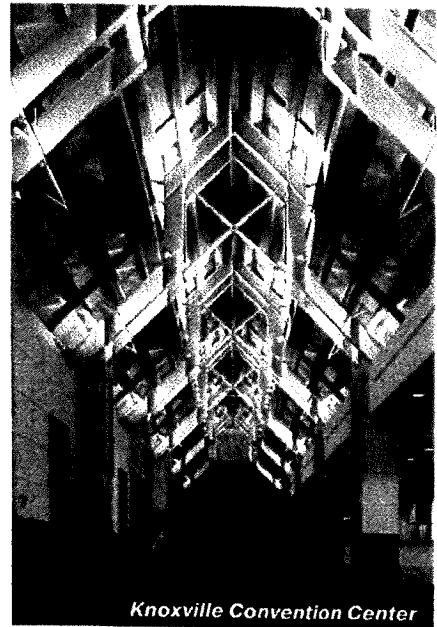
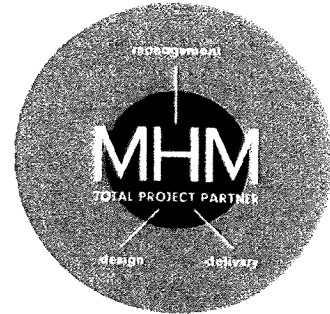
MHM's professional staff combine planning and design expertise with skills in project management and construction administration. This range of experience enables MHM to handle all phases of the design process, from the initial master planning and facility programming through construction administration. MHM is large enough to handle almost any design project, yet small enough to provide, personal, responsive service.

CLIENT PARTNERSHIP

Design is a collaborative process. At MHM, we regard our clients and other professionals involved as partners in that process. To develop facilities that meet our client's needs, our design process emphasizes communication and regular client feedback, as well as research and design expertise. We strive to be your "TOTAL PROJECT PARTNER."

RESULTS

MHM's emphasis on project management and careful cost controls, along with our dedication to client service and design excellence, has won the firm many repeat clients. MHM has established a reputation for designing functional and appealing master plans, buildings and interiors, and is known for completing projects on time and on budget.



Knoxville Convention Center



Neyland Stadium

MHM

Public / Civic Work

MHM Architects has had the opportunity to **work on a significant number of major public/civic projects** for local, state and federal agencies. We are particularly proud of the projects we have completed for the City of Knoxville and their allied agencies over the years.

We have also **shaped Knoxville's skyline through our involvement in multiple projects** at the University of Tennessee, Knox County and TVA. Our portfolio of public work tends to focus on the larger, more complex civic projects and we will capitalize on this experience in working on the Public Safety Complex.

MHM has a **deep understanding of the public trust** that is placed upon our firm when providing service on a public project. Our firm's Partner in Charge is a former County Commissioner and City Architect and uses his experience as a public servant to guide his management style on public projects. Our design process is inclusive and collaborative, and we encourage public participation and workshops when desired.



City-County Building
City of Knoxville / Knox County, TN

Knoxville Fire Station Headquarters
Knoxville, Tennessee

Knoxville Civic Auditorium and Coliseum
Knoxville, Tennessee

Lenoir City Municipal Building
Lenoir City, Tennessee

Loudon Fire and Police Department
City of Loudon, Tennessee

Loudon Utilities Building
City of Loudon, Tennessee

Rockwood Electric Utility
Rockwood, Tennessee

McGhee Tyson Airport
Alcoa, Tennessee

Clinton City Hall Roof Repairs
Clinton, Tennessee

City of Crossville Municipal Offices
Crossville, Tennessee

McMinn County Courthouse Annex
McMinn County, Tennessee

Vol Landing Pavilion
City of Knoxville, Tennessee

Knoxville Convention Center
City of Knoxville, Tennessee

Knoxville Station Transit Center
City of Knoxville, Tennessee

Blount County Public Library
Maryville, Tennessee

Bristol Public Library
Bristol, Virginia

Johnson City Public Library
Johnson City, Tennessee

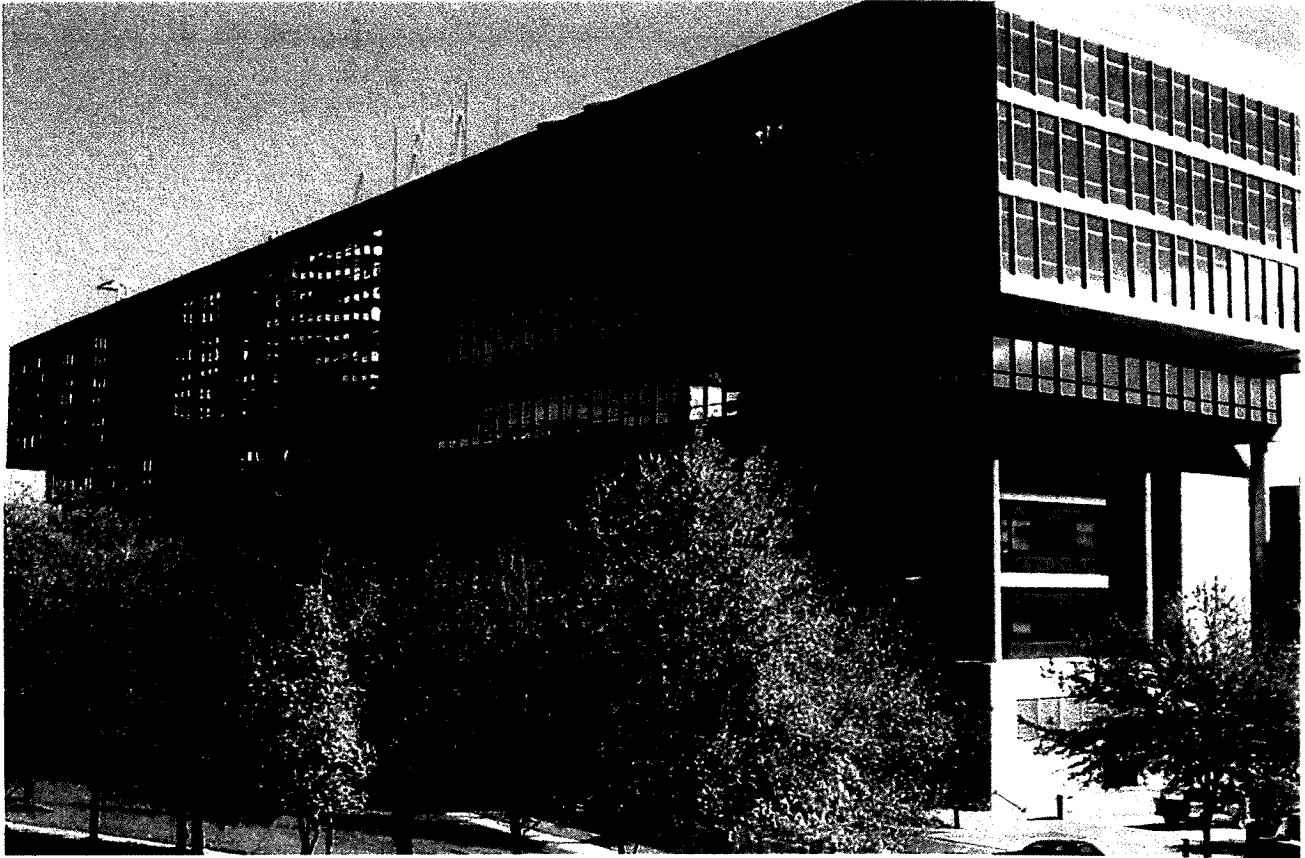
Lawson McGhee Public Library
*Knox County Main Branch
Knoxville, Tennessee*

Art Circle Public Library
*Cumberland County Government
Tennessee*

Beck Cultural Center
Knox County Government, Tennessee

Knox County Domestic Violence Shelter
Knox County, Tennessee

East Tennessee Veteran's Cemetery Committal Chapel
State of Tennessee



CLIENT
CITY OF KNOXVILLE
 (865) 215-2000

SQ. FT.
 534,000 s.f.

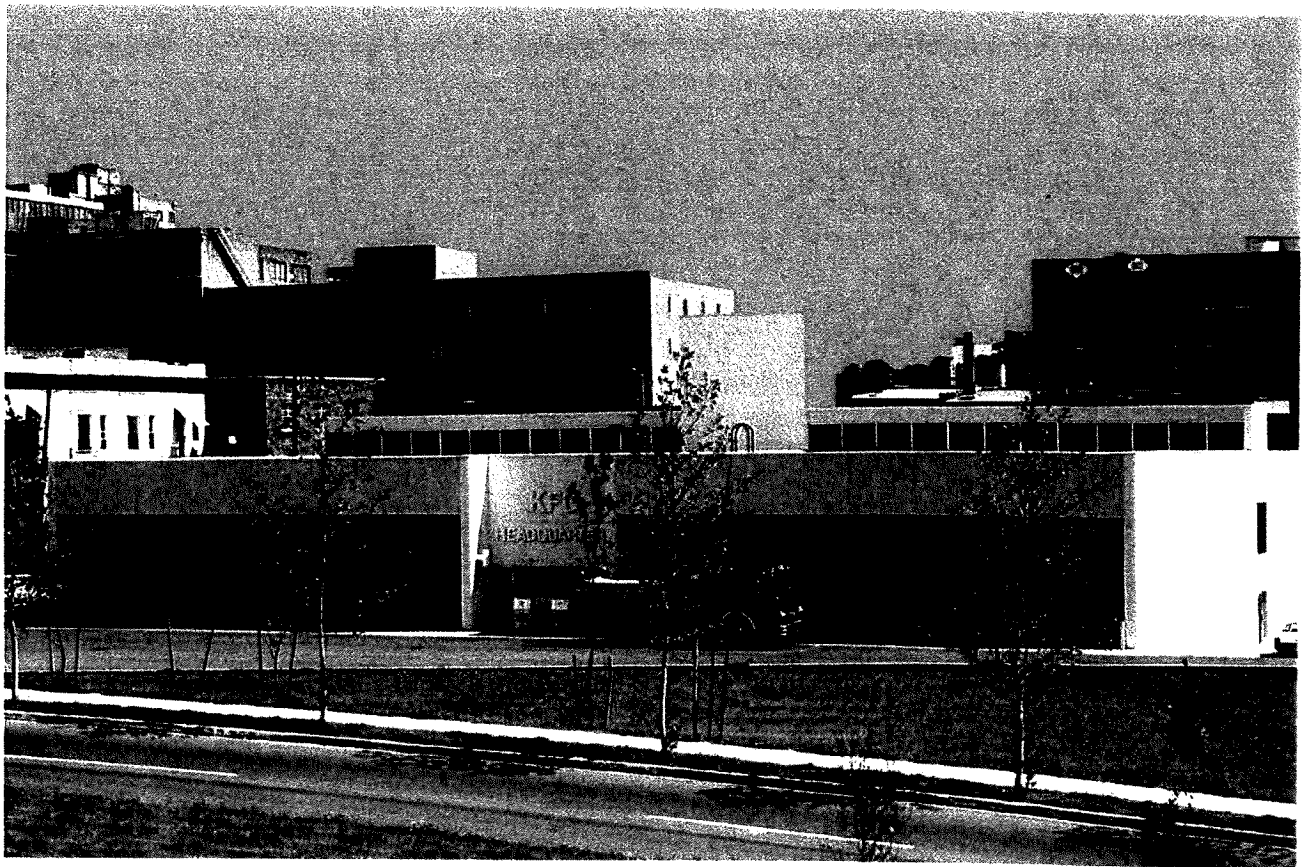
COST
 \$26,000,000

COMPLETION
 1980

Knoxville, Tennessee **CITY-COUNTY BUILDING**

Located on a hillside overlooking the Tennessee River, the City-County Building houses government offices, Chancery Courtrooms, Circuit Courtrooms, Criminal Courtrooms, General and Civil Sessions Courtrooms, District Attorney General, the Knox County Sheriff's administrative department, and a jail for Knox County and the City of Knoxville. Its design takes advantage of the steep site by layering a series of long horizontal levels down the hillside. A three story skylit concourse runs the length of the 400 foot long building.

McCarty Holsaple McCarty designed the large and small assembly rooms in the Public Assembly Building, a quarter round shaped structure located at the Main Street entry of the City-County Building. A pedestrian bridge connects the Public Assembly Building and the entry plaza directly to the City-County Building.



CLIENT
CITY OF KNOXVILLE
 (865) 215-2000

SQ. FT.
 26,000 s.f.

COST
 N/A

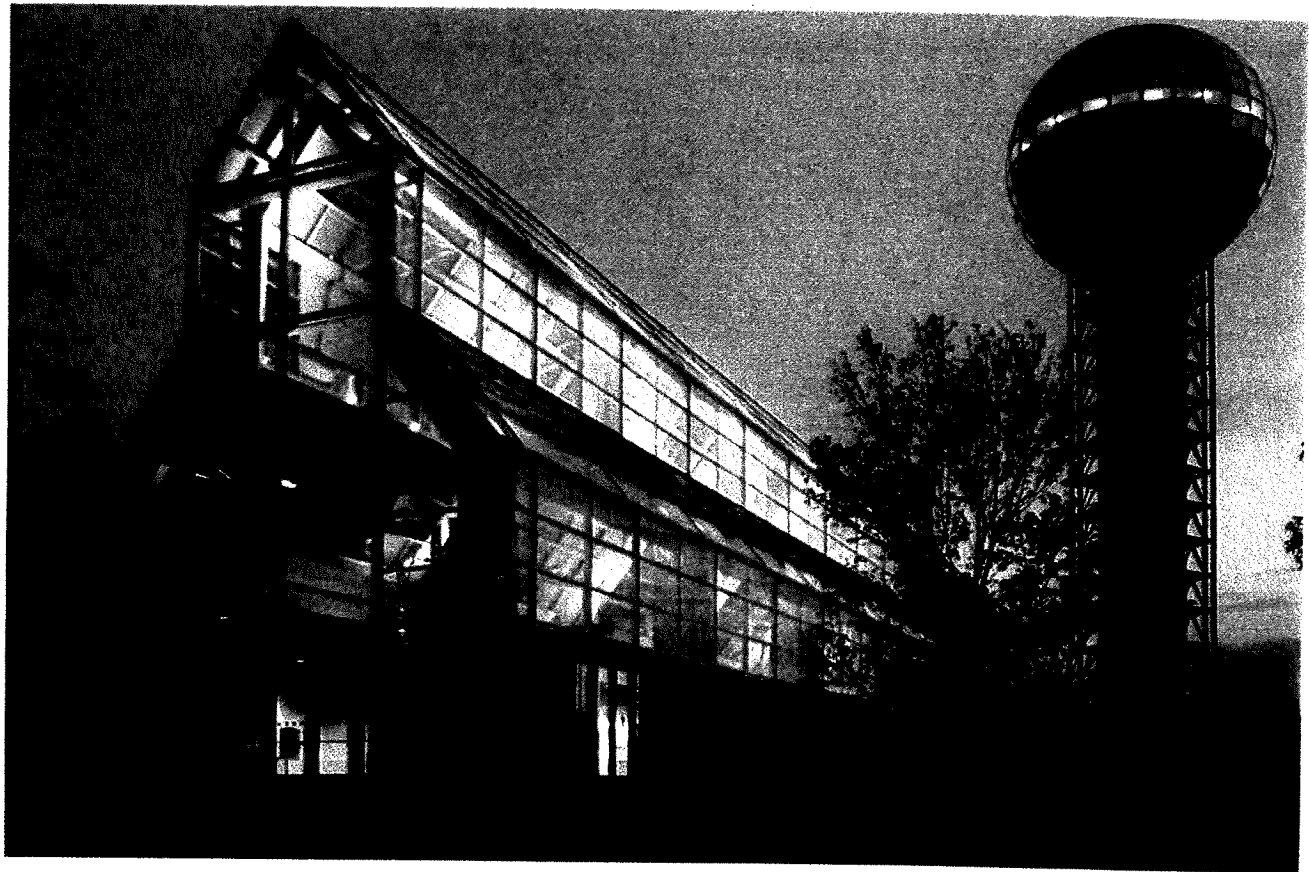
COMPLETION
 1976

Knoxville, Tennessee

KNOXVILLE FIRE STATION DOWNTOWN HEADQUARTERS

The Knoxville Fire Station Headquarters features six vehicle bays with clear plexiglass roll-up doors that place the department's fire-fighting equipment on constant public display. A large maneuvering area in front of the building offers ample vehicular circulation, and also provides space to wash and display the fire-fighting equipment.

The 26,500 square foot facility is designed to house 36 firefighters per shift and accommodate eight pieces of fire-fighting equipment. Its split-level plan uses gently sloping stairs to connect living areas with equipment rooms. This project was completed in 1976.



CLIENT
CITY OF KNOXVILLE /
COUNTY OF KNOX
PUBLIC BUILDING

AUTHORITY
Ms. Kristin Grove
(865) 215-4681
kgrove@ktnpba.org

SQ. FT.
500,000 s.f.

COST
\$94,000,000

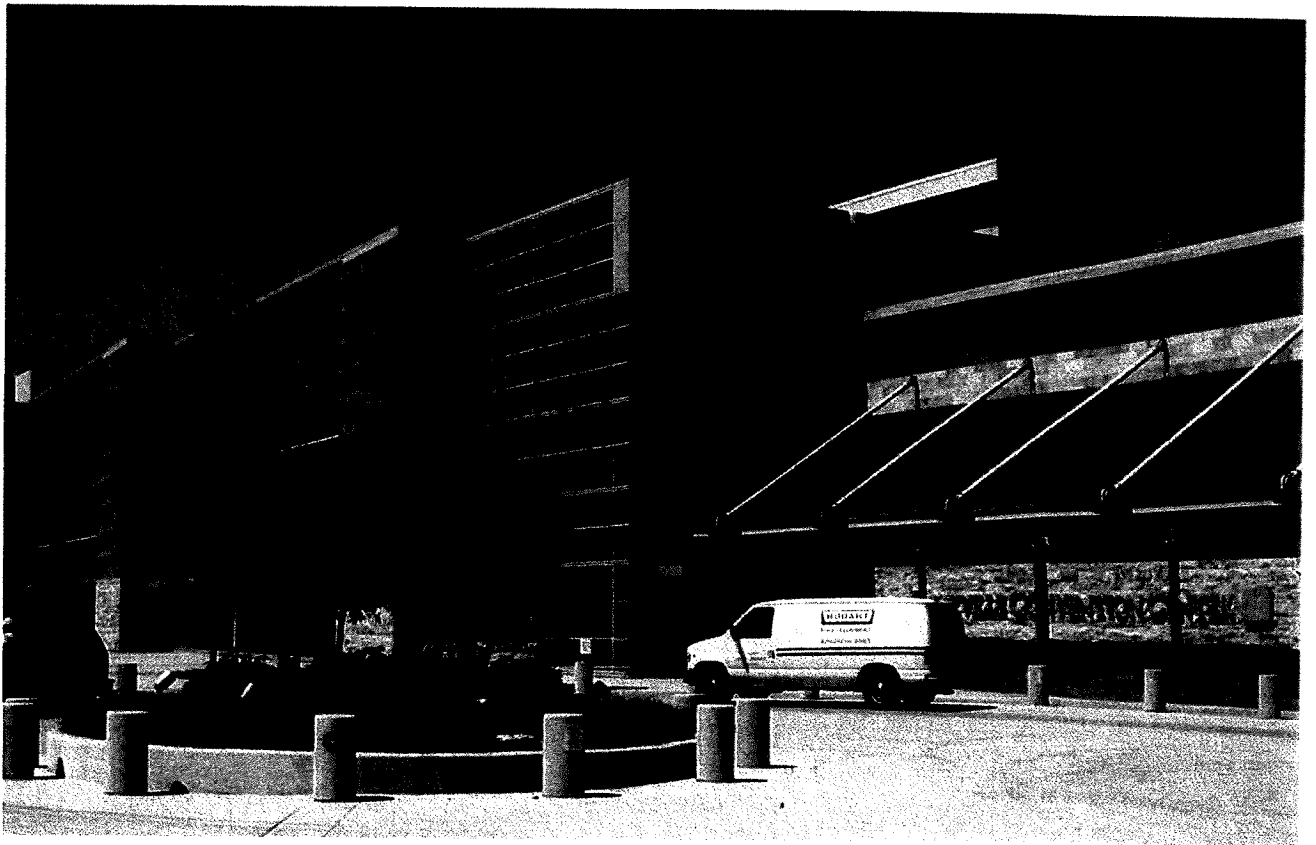
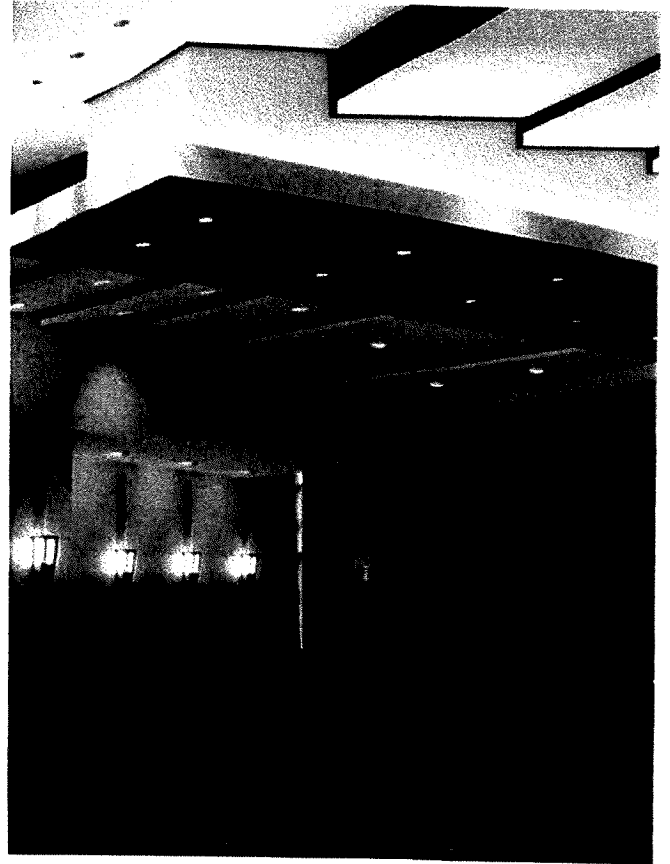
COMPLETION
2002

Knoxville, Tennessee

KNOXVILLE CONVENTION CENTER

The Knoxville Convention Center provides Knoxville and the surrounding region increased opportunities for economic development. MHM, in Joint Venture with TVS&A Architects, completed construction for the new 500,000 SF facility in June 2002. The facility includes exhibition halls, meeting rooms, a ballroom, and lecture halls as well as administrative offices and food service preparation areas.

The building site is on the west edge of the city urban core and adjacent to the site of the successful 1982 World's Fair. Knoxville is a city of rich landscape and topographic form. This unique location creates an opportunity to reinforce the link from the World's Fair Park site back to downtown while establishing a new gateway into the park.





CLIENT
CITY OF KNOXVILLE /
COUNTY OF KNOX
PUBLIC BUILDING
AUTHORITY

Ms. Kristin Grove
(865) 215-4681
kgrove@ktnpba.org

SQ. FT.
108,000 s.f.

COST
\$25,300,000

COMPLETION
2011

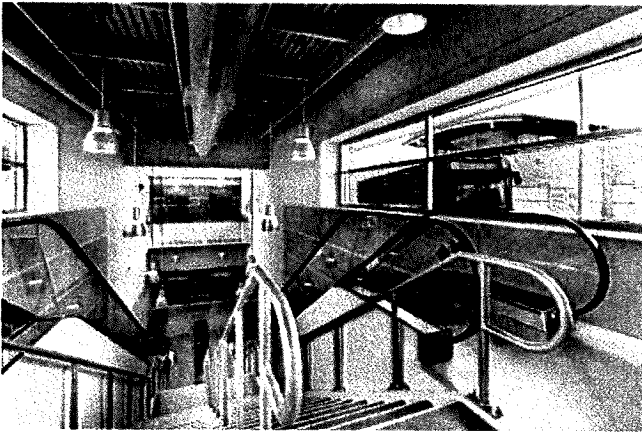
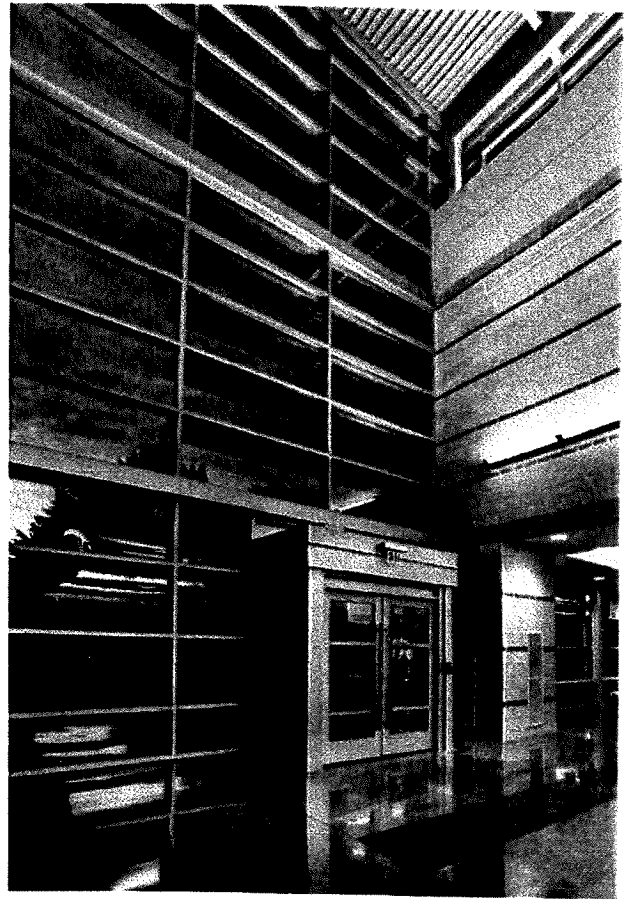
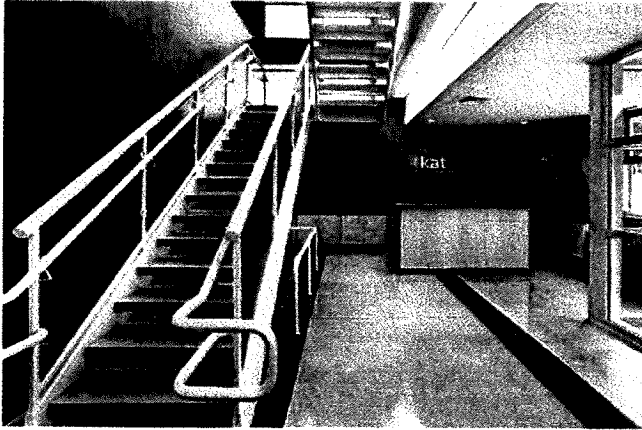
Knoxville, Tennessee

KNOXVILLE STATION TRANSIT CENTER

The Knoxville Station Transit Center is a 108,000 SF facility that serves as the transit transfer hub for bus service in the Knoxville metro area. McCarty Holsaple McCarty joined with local architecture firm Bullock Smith & Partners to design this award winning project.

The new center includes 20 bus bays around a single protected platform, trolley stop at the front door, transit rider amenities such as bathrooms, a service counter, vending machines and administrative offices for Knox Area Transit (KAT). One of the most compelling features of the facility's development is its location as an air rights development over the James White Parkway.

Knoxville Station Transit Center is the 1st LEED™ certified facility for the City of Knoxville, achieving a Silver Certification. Some of its sustainable features are a vegetative roof, energy efficient building envelope, day-lighting controls, a sky solar array, geothermal heating/cooling system, use of low emitting materials, and materials of high recycled content.





CLIENT
METROPOLITAN KNOXVILLE
AIRPORT AUTHORITY

Mr. Bryan White
(865) 342-3001
bwhite@tys.org

SQ. FT.
245,000 s.f.

COST
\$53,000,000

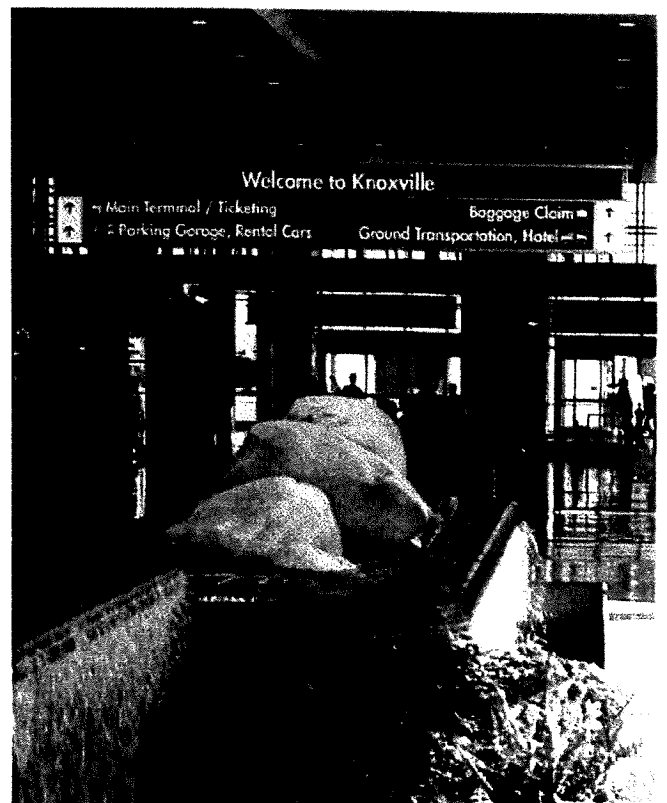
COMPLETION
2000

Alcoa, Tennessee

MCGHEE TYSON AIRPORT

McCarty Holsaple McCarty has performed design services for the McGhee Tyson Airport since the late 1980's. In 1998, MHM teamed with HNTB Architects to renovate the 25-year-old terminal building which included reconfiguring the concourse, demolishing two existing separate concourses and creating one new, centralized concourse. Both public and administration areas of the terminal building and the exterior were thoroughly renovated in the \$53 million project completed in 2000.

Since 2000 and over the last decade, MHM subsequently has prepared interior design guidelines for the Airport Authority, designed additional graphics and signage, performed security enhancements to the front of the terminal, designed improvements to both the upper and lower entries and prepared design documents to create a new food court in the concourse.





CLIENT
ROCKWOOD ELECTRIC UTILITY
Mr. Kendall Bear
 (865) 717-5422
kbear@rockwoodelectric.com

SQ. FT.
 22,000 s.t.

COST
 \$4,500,000

COMPLETION
 2017

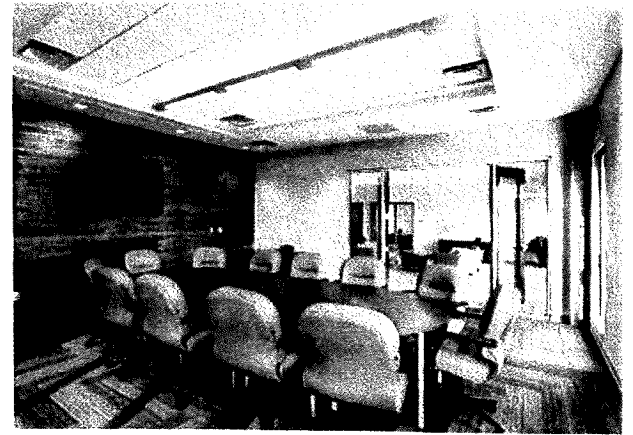
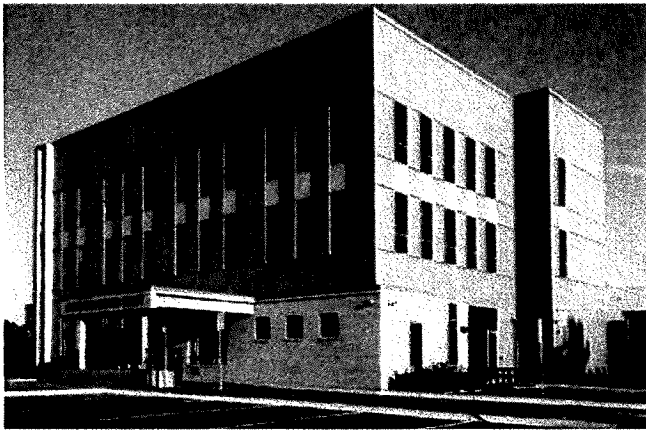
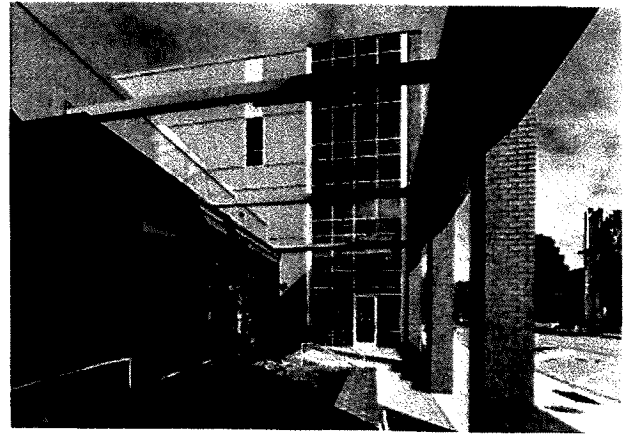
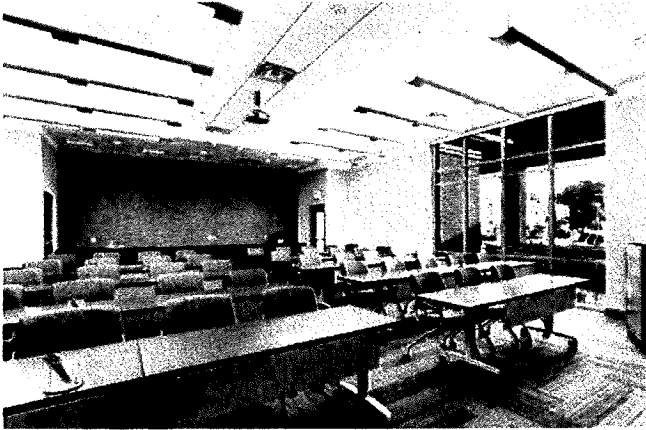
Rockwood Tennessee

ROCKWOOD ELECTRIC UTILITY

Rockwood Electric Utility contracted McCarty Holsaple McCarty as their design partner for a new three story, 22,000 sf administrative and operations facility. Initially, MHM was involved in developing the program for the facility and went through an extensive site assessment process, preparing multiple options and cost estimates for the public utility's consideration.

The project is quite unique in that the building design preserves the façade of two historic structures in downtown Rockwood, while developing state of the art facilities for operational and energy efficiency. Project components include the customer service department, finance and human resources, engineering, crew quarters, meter warehouse/testing facilities and secured, covered parking for the district's fleet of service vehicles.

This project is currently in the process of being certified LEED™ Silver.



4.d PUBLIC WORK EXPERIENCE

BACKGROUND AND HISTORY

Architects Design Group (ADG) was established in 1971 by I.S.K. Reeves, V, FAIA as a full service architectural and planning firm. Since then, ADG has grown to a national firm providing spatial needs assessments, site selection, master planning, and design services for over 350 Governmental projects across the United States.

ADG is a design-oriented firm blending the science of building technology, problem solving and the "art" of architecture. We believe in the tenets of authentic, contemporary architecture and direct our practice to achieve the highest standards of design quality.

With each project, we embark on a search for design excellence. Our success reflects the resolution of specific design issues while meeting the functional needs of the program within the established budget.

UNIQUE ATTRIBUTES AND QUALITY

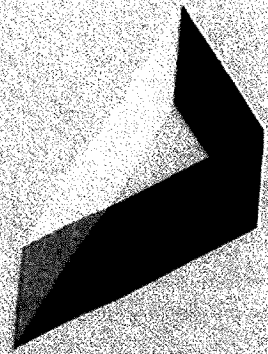
Over the years, ADG has narrowed its focus from a diversity of project types to a small number of areas of specialization. The primary areas of expertise include providing space needs assessments, site selection, master planning, design, and construction administration services for Municipal, Law Enforcement, Fire-Rescue, and Public Safety Training Facilities. Our projects reflect our current knowledge of facility programming, design, and our ability to focus collective talents toward innovative applications.

DESIGN QUALITY

ADG has three separate, but inter-supporting design studios, each directed by a registered architect. The Studio Director whose experience best relates to each project serves as the project architect and client contact. Additionally, each project is overseen by the firm's President, Ian Reeves, AIA, ICA, IALEP. ADG is proud to have earned numerous national, regional, and local awards that reflect our firm's ability to solve complex design challenges, use the most innovative and cost effective techniques, maximize space functionality and achieve the highest level of overall quality. The result is an environment that encourages efficiency and productivity.

HONORS AND AWARDS

Over the past 47 years, ADG has received many honors and awards for design excellence including AIA Orlando Firm of the Year and AIA Florida Firm of the Year. Additionally, ADG has won AIA, design, and technology awards for over 75 of our municipal projects.



YEARS IN BUSINESS:
47

NUMBER OF EMPLOYEES:
35

**TENNESSEE LICENSE
NUMBER:**
00105140

AVAILABLE IN-HOUSE SERVICES:

- Feasibility Studies
- Spatial Needs Assessments
- Master Planning
- Conceptual Design + Renderings
- Architectural Design
- Construction Administration
- Interior Design
- Grant Writing Assistance

CONFERENCES / TRADE ASSOCIATIONS:

- American Institute of Architects
- Fire Rescue International
- International Association of Chiefs of Police
- International Association of Law Enforcement Planners
- International CPTED Association
- Association of Public Safety Communications Officials (APCO)

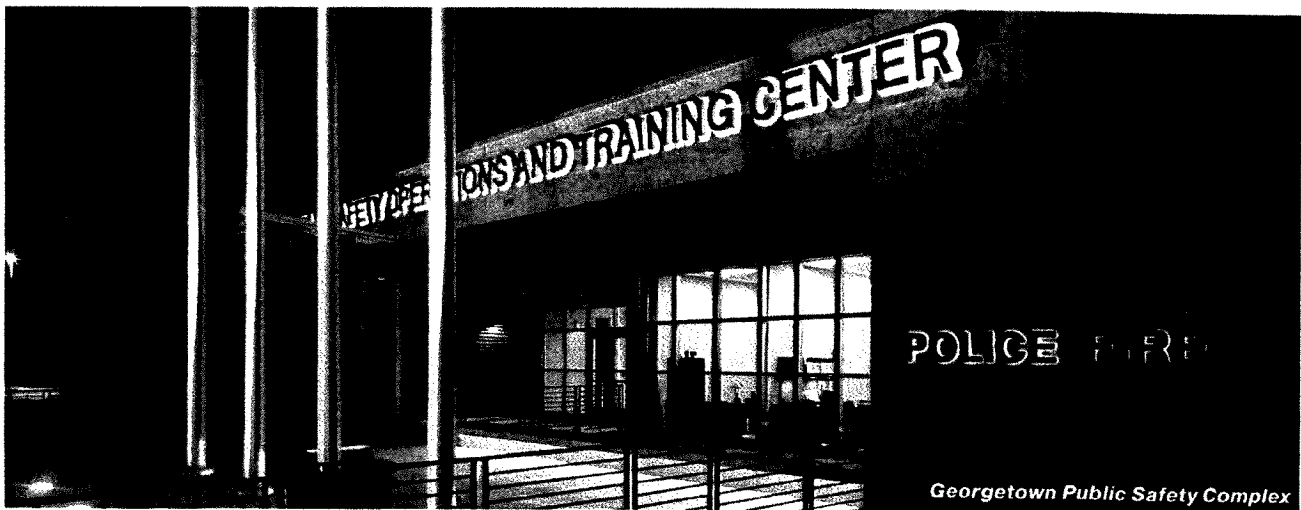


Architects Design Group

Public Safety Planning and Design Experience

Architects Design Group (ADG) have over 350+ planned and/or designed public safety facilities. The following is a sample list:

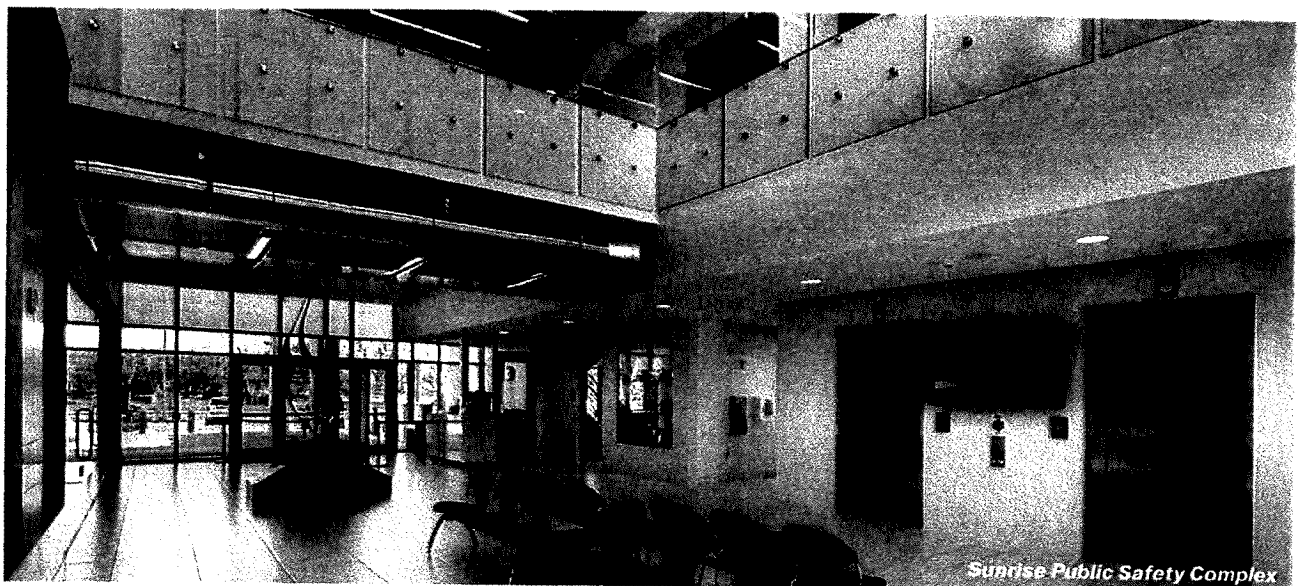
- Alpharetta Public Safety Facility Renovation
- Alachua County Sheriff's Complex
- Altamonte Springs Public Safety Complex
- Altamonte Springs Fire Station
- Auburndale Police Facility
- Auburndale Fire Station No. 1
- Aurora Police and Fire Department Joint Training Facility Pre-Design
- Bal Harbour Police Facility
- Baytown Police Headquarters
- Belton Public Safety Facility Renovation
- Boca Raton Police Services Facilities Renovation
- Boca Raton Public Safety Information Management Center Renovation
- Boca Raton Fire Administration and Training Center Pre-Design
- Boynton Beach Police Facility
- Boynton Beach Fire Station
- Bradford County Public Safety Facility
- Brentwood Police Headquarters Preliminary Spatial Needs Assessment
- Brunswick Police Department
- Cape Canaveral Police and Municipal Facilities
- Cape Coral Police Headquarters
- Cape Coral Fire Stations No. 1, 2, and 9
- Corinth Public Safety Facility Study
- Casselberry Fire Stations No. 21 and 25
- Cedar Falls Public Safety Facility



Georgetown Public Safety Complex

- Cedar Park Police Headquarters Renovation
- Citrus County Judicial Facility Addition
- Clermont Police Department Headquarters
- Cobb County Police Headquarters
- Cobb County Fire and Police Training Facility
- Cocoa Beach Public Safety Complex
- Cocoa Beach Fire Station No. 51
- Cocoa Fire Headquarters and Station No. 1
- Cocoa Fire Station No. 2
- Cocoa Fire Station No. 3
- Cookeville Police Headquarters
- Covington Police and Courts Facility Pre-Design
- Daytona Beach Shores Public Safety Complex Renovation
- DeSoto Police Training Facility
- DeKalb County Fire Station No. 7 Owner's Rep
- Deltona Fire Station No. 65
- DeSoto Fire Headquarters and Station No. 2
- DeSoto Fire Station No. 3
- Elmiria Police Facility
- Eastern Florida State College Public Safety Training Center
- Florosa Fire Station No. 5
- Fond du Lac Fire and Police Training Facility Pre-Design
- Ft. Myers Fire Station No. 1 and Administration
- Frankfort Public Safety Facility
- Ft. Lauderdale Police Facility Study
- Gainesville Police Facility Renovation
- Gainesville Police Department Training Facility

- Georgetown Public Safety Operations and Training Complex
- Granbury Police Headquarters Study
- Grand Prairie / Irving Public Safety Training Facility
- Greene County Public Safety Coordination Center
- Gulfport Public Safety Facility
- Highlands County Sheriff's Law Enforcement
- Highlands County Sheriff Detention Center Reconfiguration
- Hillsborough Public Safety Operations Facility
- Huntsville Fire and Police Facility
- Huntsville Fire and Police Training Facility
- Indian River County Sheriff's Office Renovation
- Johnston Public Safety Complex
- Kingsport Police and Courthouse Renovation
- Kissimmee Police Training Facility
- Largo EOC and Police Training Facility
- Lebanon Police Department
- Linn County Sheriff's Office
- Lowell Police Headquarters
- Lynchburg Police & Courts Facility Pre-Design
- Manchester Police Department Headquarters
- Mansfield Police Headquarters
- Marion County Judicial Complex
- Martin County Public Safety Facility
- Minneola Police and Fire Facilities
- MNCPPC National Division Headquarters
- Mount Dora Public Safety Facility Renovation
- New Braunfels Police Headquarters
- Niceville Police Headquarters
- Northglenn Police and City Hall Complex
- Ocoee Police Facility
- Orange County Sheriff Sector II
- Orlando Police Department Headquarters
- Orlando Police Crime Lab Renovation
- Orlando Police Department Firing Range and Training Facility
- Owensboro Police Facility
- Palmetto Police Headquarters
- Pembroke Pines Police Headquarters
- Pinellas Park Police Facility
- Plantation Firing Range
- Polk County Sheriff District Command Center
- Port St. Lucie Police and EOC
- Port Fourchon Public Safety Center
- Provincetown Public Safety Facility
- Riviera Beach Public Safety Renovation
- River Vale Police Department Pre-Design
- Rochester Police Department Re-Organization Study
- Rockledge Police Department
- Sanford Public Safety Complex
- Sarasota Police Facility
- Sarasota County Public Safety Center
- Silverton Police Department
- Springfield Police Headquarters
- St. Charles County Evidence Facility
- Sunrise Public Safety and Training Complex
- Tallahassee Police Headquarters Needs Assessment
- Waukegan Public Safety Facility
- Wells Public Safety Facility
- Wildwood Police Department
- Williamson County Public Safety Facility
- Winter Haven Police Facility
- Winter Park Public Safety and Training Facility
- Winter Springs Police and EOC Facility
- Wylie Public Safety Facility Renovation



Sunrise Public Safety Complex



CLIENT

CLAUDIO ROSADO

Support Services Manager
(407) 246-2656

SQ. FT.

100,000 s.f.

REFERENCE QUOTE.

"They have addressed our needs, acted efficiently to design changes, and have been positive while working with an extremely tight budget. In my experience, ADG is one of the best in the industry. I would work with ADG again and I would recommend them to other organizations."

COST

\$40,000,000 (HQ & Crime Lab)

COMPLETION

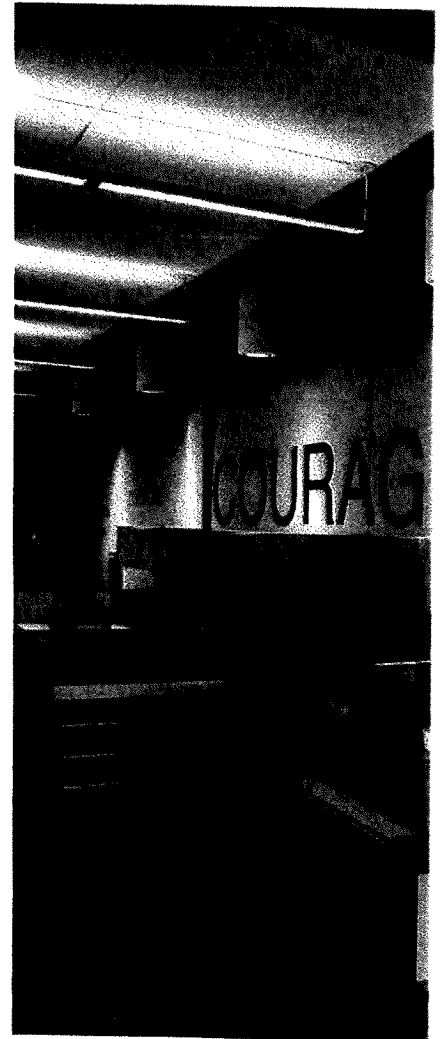
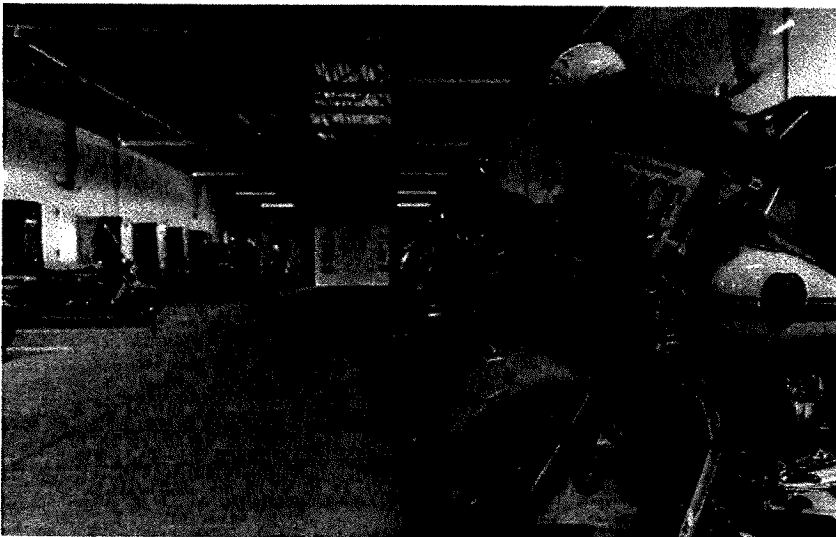
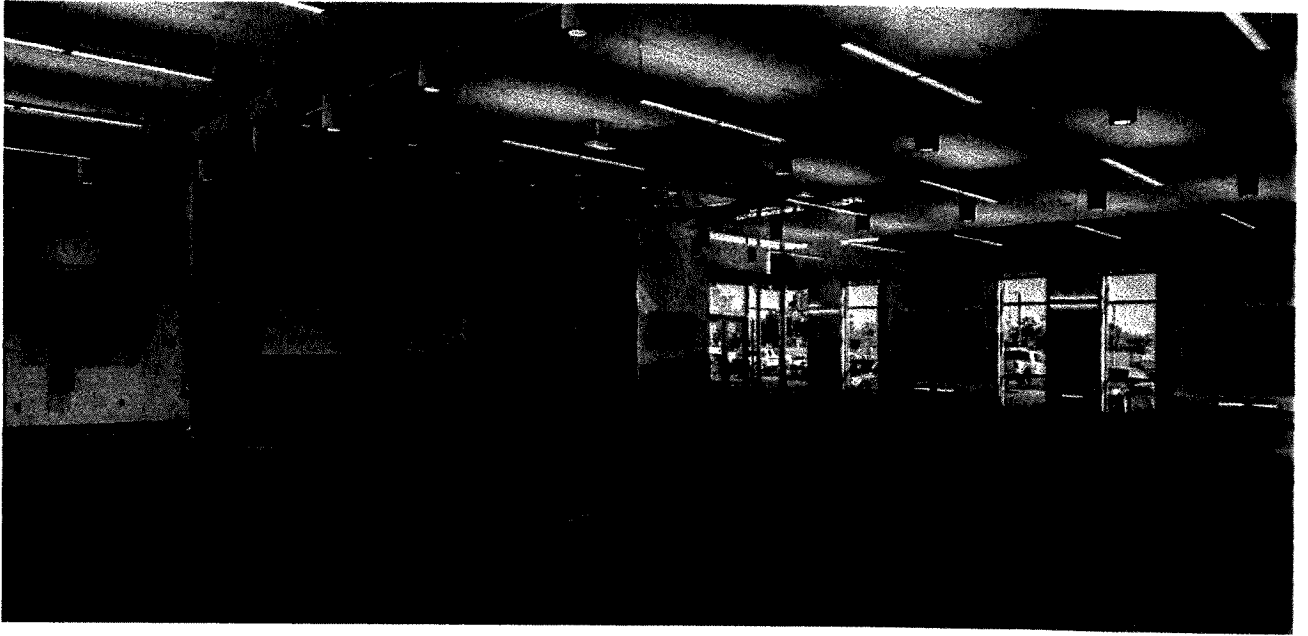
February 2017

Orlando, Florida

ORLANDO POLICE HEADQUARTERS

Architects Design Group, as the architect of record for a design-build team, was selected to update the design build criteria package and complete full design services for the new Orlando Police Department Headquarters. This effort included analyzing what development could be realized within the fixed construction budget. It became readily apparent that the needs of the department far exceeded the city's development budget. Working together, the design team and general contractor prepared four development options to allow for 450 sworn officers to operate out of the new headquarters. Of the four options, only one fit the construction budget while meeting all program needs. This option included the adaptive reuse of an off-site warehouse for property and evidence, crime scene, and a portion of the training unit program. The city project management team, Orlando Police Department Chief Mina, and his key staff members all endorsed this solution.

The 100,000-SF facility serves as a major catalyst for urban growth while integrating itself into the historic neighborhood, the Parramore District. This area is becoming a vital component to the downtown urban fabric. The entrance plaza is located at the most prominent corner of the site and welcomes public visitors through the north public entrance. The building features a community meeting room for up to 320 people, a 4,500-SF gymnasium, and over 35,000 SF of office space for every bureau within the police department. Openness and transparency is maintained at the interior of the headquarters, contributing to daylighting within the interior work spaces. The meeting room is a multi-purpose space with an adjacent warming kitchen and chair storage space offering the flexibility to accommodate a full range of uses from graduation banquets for the police academy and other community meetings. For more information, please visit: <https://tinyurl.com/OPDexterior> and <https://tinyurl.com/OPDnewsvideo>.





CLIENT
BARB ROSS
Assistant to Chief
 (941) 954-7012

SQ. FT.
 196,000 s.f.

REFERENCE QUOTE.
"We would highly recommend the design services of Architects Design Group. ADG's experienced and cooperative approach focused on guaranteeing project success for all participants in the process, and was a unique, refreshing, and welcome asset to the city."

COST
 \$34,050,560

COMPLETION
 January 2011

Sarasota, Florida

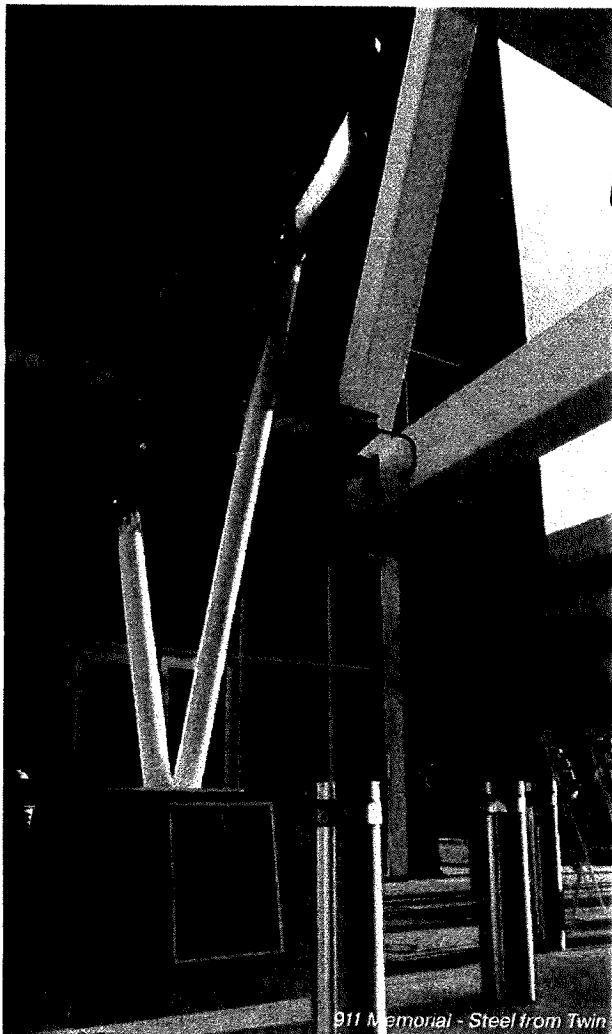
SARASOTA POLICE HEADQUARTERS

Architects Design Group was selected to provide a detailed spatial needs assessment, site analysis of multiple sites, master plan, full-design documents, construction administration, and voter referendum assistance for the new six-story Sarasota Police Headquarters, which houses the department's 250 employees. The project was completed on-time and under the approved budget.

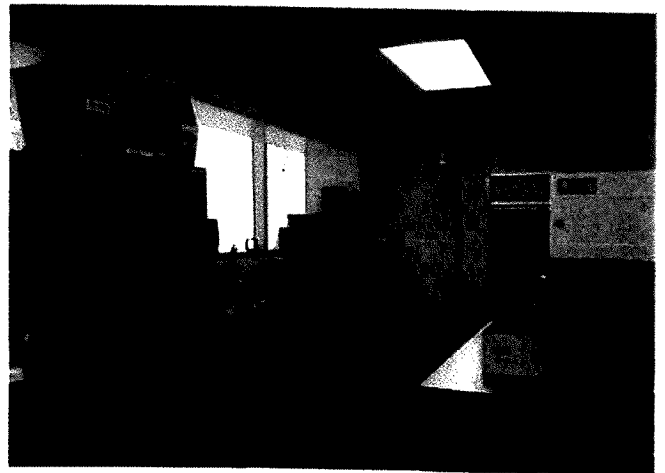
The new 102,000 SF facility includes spaces for professional standards, support services, internal affairs, criminal investigations, property and evidence, and records. The building also includes 21,790 SF for crime scene investigations, 9,275 SF for forensics and evidence storage, and 2,860 SF for vehicle processing.

While design was underway, a proposed joint parking structure with the county fell through. This led to the challenge of designing a 200+ space parking structure within an already constrained site. The design revisions were accomplished in under 6 months and the building grew to 196,000 SF. A number of specialized areas are designed into the secured garage including a SWAT-tactical ready room, SWAT vehicle storage, vehicle evidence processing bays, and the central energy plant, which includes the HVAC chillers and emergency generator / fuel tank.

The entire facility is designed to withstand Category 5 hurricane force winds. With the critical infrastructure redundancies that are in place, this headquarters is built to maintain operations during or after a significant event. This LEED-certified facility fronts a beautiful 40-acre passive recreation park, creating a large-scale backdrop to the park.



911 Memorial - Steel from Twin





CLIENT
JAY MURPHY
 Retired Police Chief
 (239) 229-0911

SQ. FT.
 100,755 s.f.

REFERENCE QUOTE.
"The ADG design team, led by Ian Reeves, has guided our staff throughout the process. ADG's expertise in public safety facilities and its intimate knowledge of law enforcement accreditation standards ensures that even the smallest details are included."

COST
 \$21,657,302

COMPLETION
 June 2009

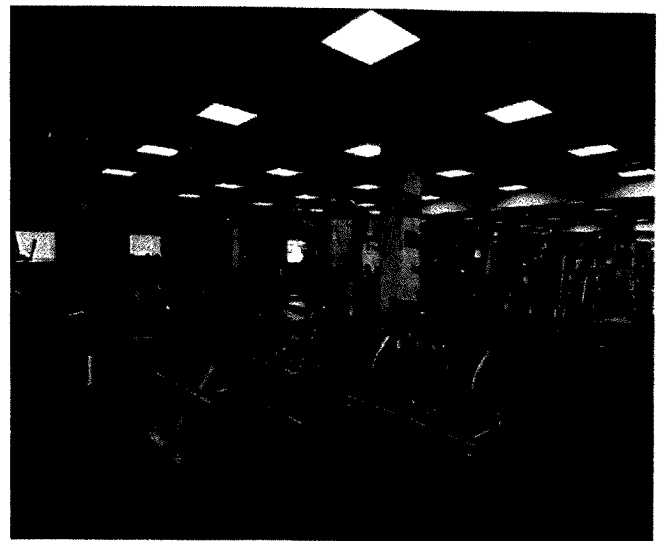
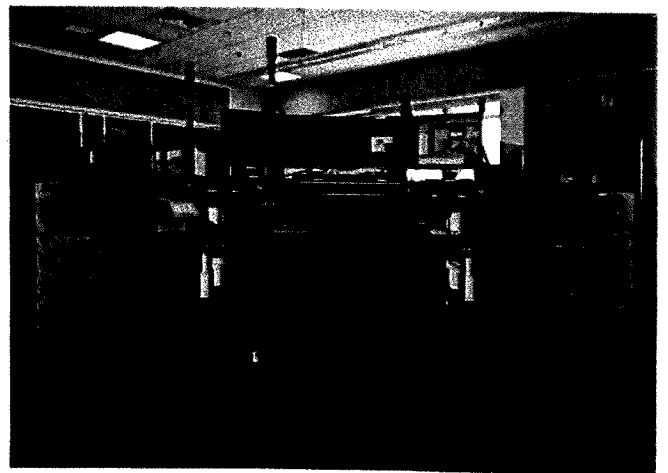
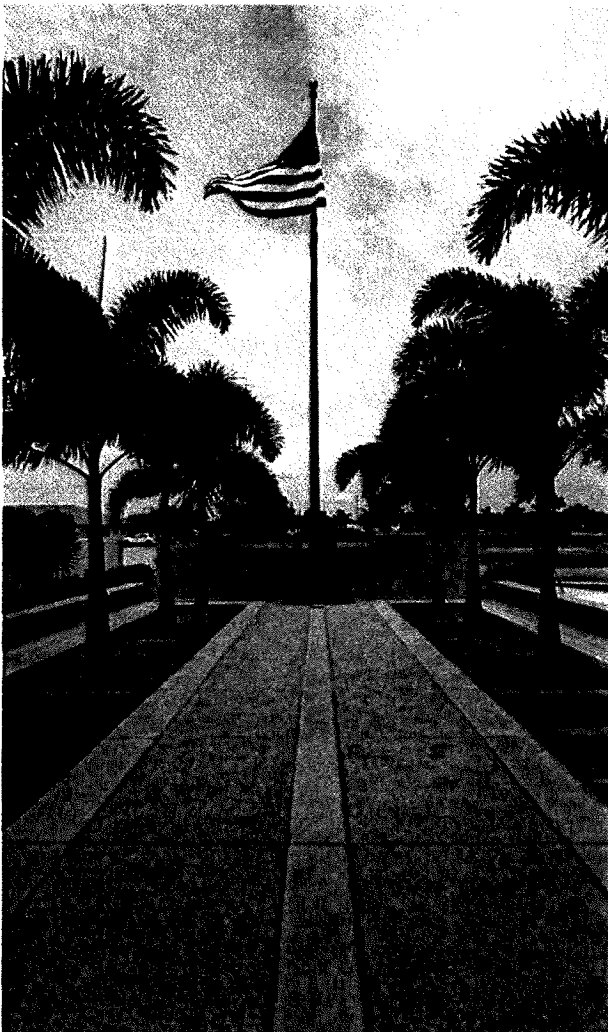
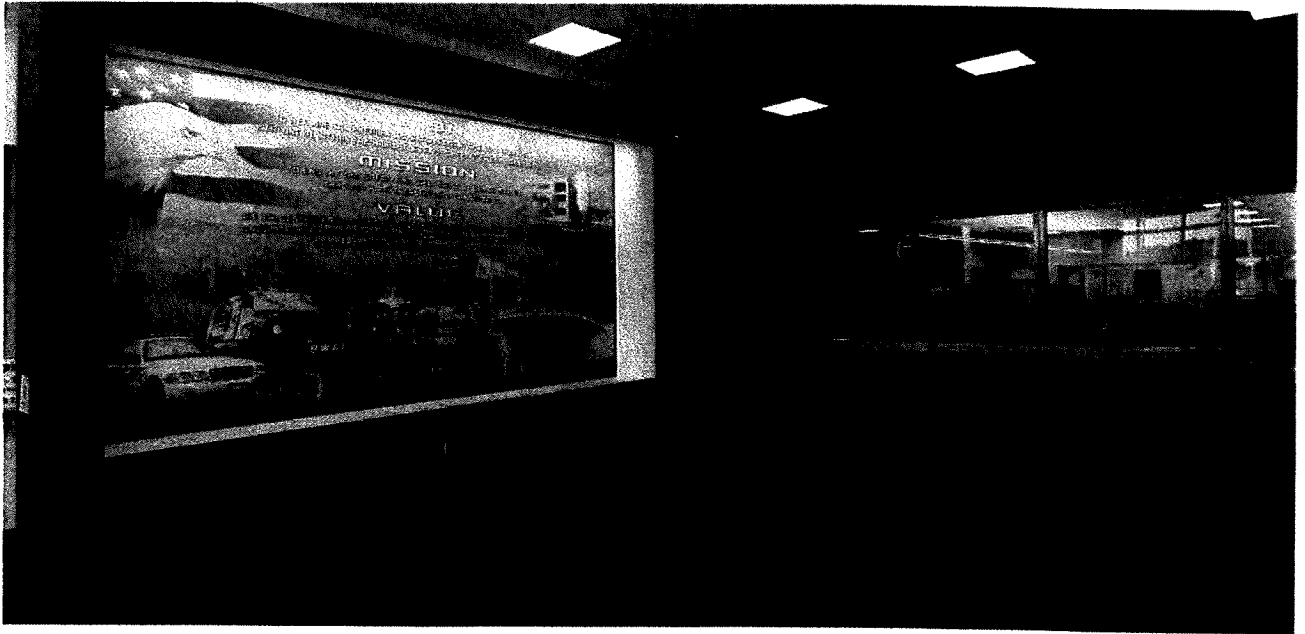
Cape Coral, Florida

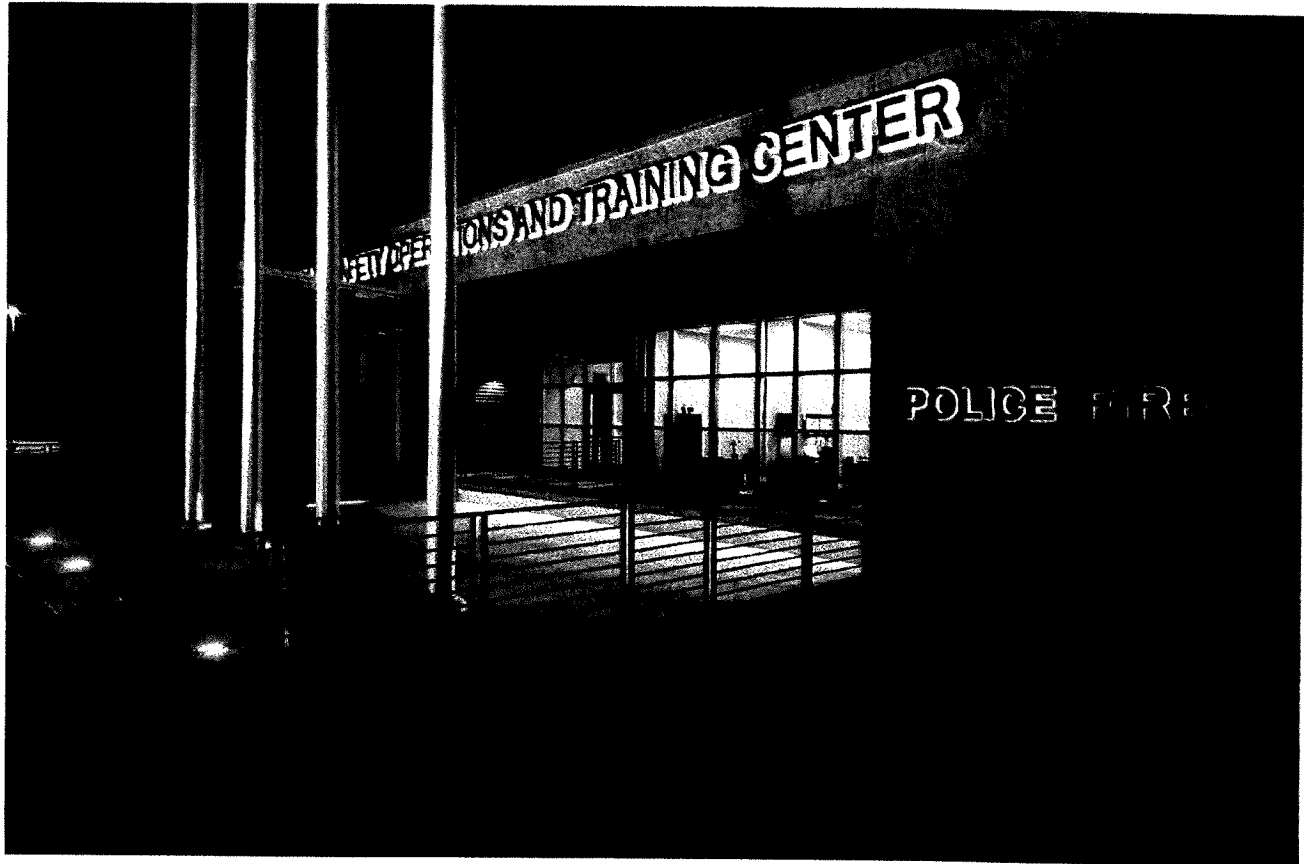
CAPE CORAL POLICE DEPARTMENT

The City of Cape Coral selected Architects Design Group to provide programming, master planning, design, and construction administration services. The new 100,755 SF headquarters provides the police department with state-of-the-art facilities for their 345 employees and includes areas for administration, patrol, investigative services, professional standards, communications, property and evidence, holding and processing labs, and a multitude of training facilities outfitted with the necessary technology to be easily converted to the city's emergency operations center. The facility includes 3,200 SF for crime scene investigations, 11,425 SF for forensics and evidence storage, and 1,600 SF for vehicle processing.

Due to very unusual political influences, the design and construction had to be completed in less than one year. To accomplish this feat, ADG delivered this project through a fast-track schedule utilizing a hybrid design and construction process. Within two-and-a-half months, the city issued a permit for all site work and the structural envelope.

The team had completed 100% of the site engineering, 90% of the structural engineering, and a 30% complete set of construction documents. The 30% complete set was aggressively let out for competitive bids to the local subcontractor community and produced 201 bids from 47 disciplines of construction. The team was able to deliver a GMP to the city, almost \$4 million dollars under the budget. The design team then completed the remaining design / engineering documents in less than four months while construction was ongoing, ultimately completing the project on time and within less than one year from start to finish.





CLIENT
WAYNE NERO
 Chief of Police
 (512) 930-8450

SQ. FT.
 93,528 s.f.

REFERENCE QUOTE.
"I have had the distinct privilege of working closely with the ADG team. Ian and his staff have become more than our architecture firm, they are part of our family. They have listened to every concern and challenge, valued our interests, provided the most value, and have been keenly attentive to our needs."

COST
 \$22,677,306

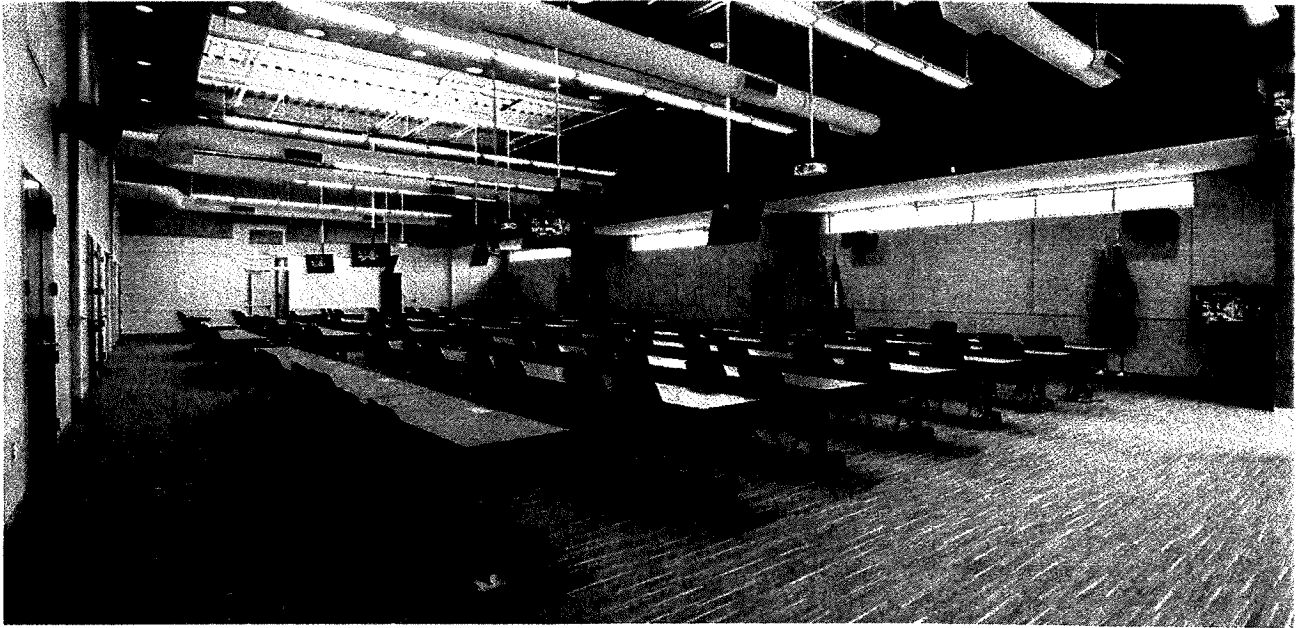
COMPLETION
 February 2015

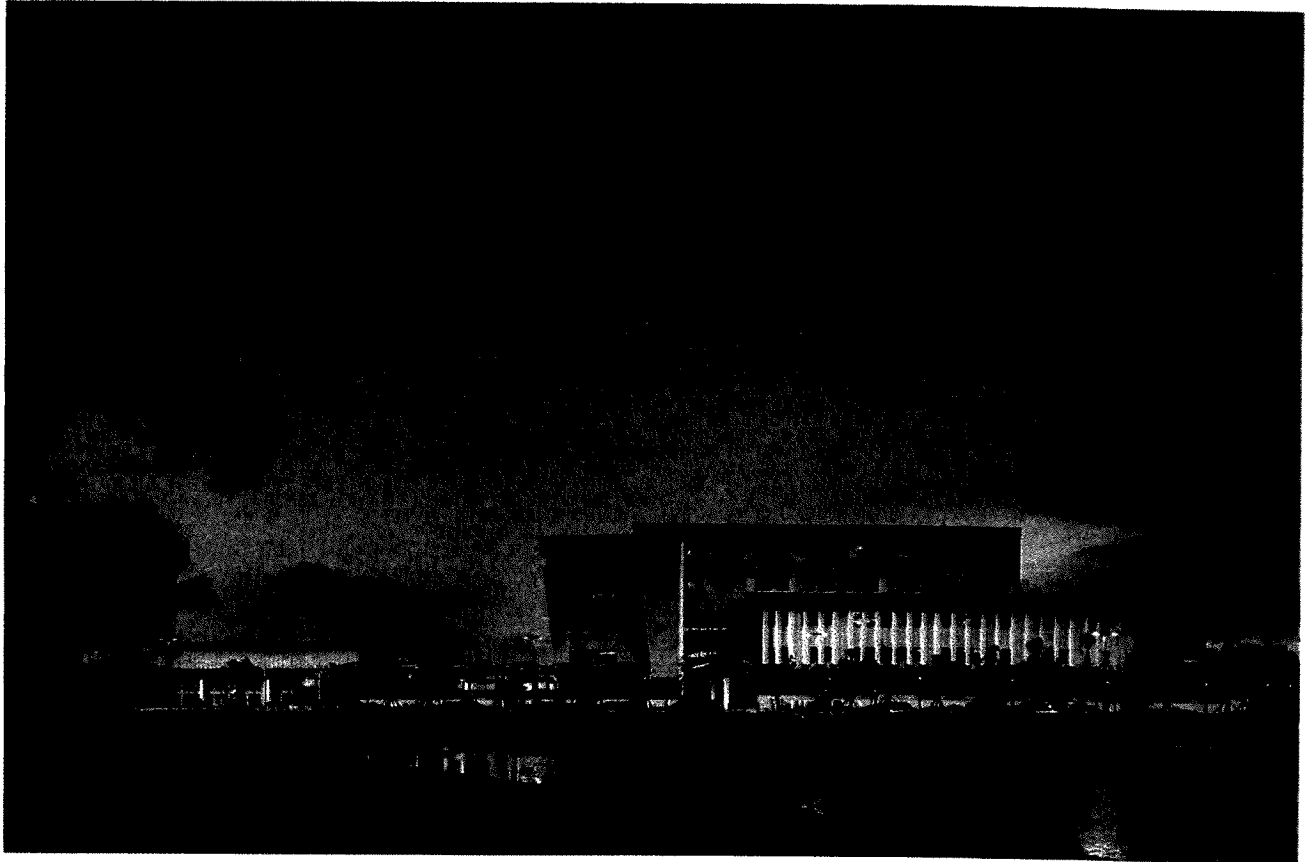
Georgetown, Texas **GEORGETOWN PUBLIC SAFETY**

Architects Design Group, in association with a local architecture firm, was selected for the programming update, master planning, and design of the new 76,831 SF Georgetown Public Safety Operations and Training Complex, which houses over 125 staff. An additional 16,697-SF tactical training facility was also designed within the new public safety complex and includes a flexible training area with reconfigurable walls for use with simulations or other training exercises. The new complex was designed to meet current and future needs through 2030.

Designed to withstand estimated F3 tornado forces, the facility is able to maintain continuity of operations and accommodate state-of-the-art technologies. In addition to administration offices and training classrooms, the new facility houses several specialized areas including a communications center, evidence processing and storage, simunitions building, criminal investigation and interview areas, hybrid indoor / outdoor firing range, and low speed EVOC track. A 125-foot high communications tower is included with an on-site central energy plant. All facilities can be self-sustaining for up to 24 hours.

The complex includes a chemical processing lab, crime scene investigations lab, an evidence processing lab, and two vehicle evidence processing bays. The labs utilize stainless steel counters, chemical-resistant cabinets, epoxy flooring, fume hoods, an emergency eye wash station, and various counter-mounted materials analysis equipment. The bulk evidence storage is located directly adjacent to the evidence processing lab. It contains high-density storage units that provide three times the storage capacity of conventional storage units. Additionally, three industrial refrigeration units and storage for weapons, cash, and narcotics evidence can be found here.





CLIENT
JOHN BROOKS
Retired Police Chief
 (954) 931-7117

SQ. FT.
 109,412 s.f.

REFERENCE QUOTE.
"ADG's commitment to quality customer service was showcased during the inception of the project. Their creative experience and talent provided what would eventually become a first-class home for over 300 employees. ADG's ingenuity was the driving force of what stands here today."

COST
 \$32,513,852

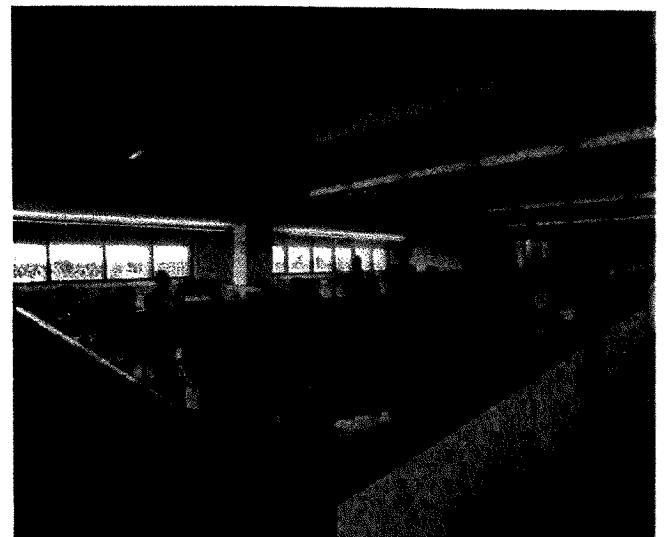
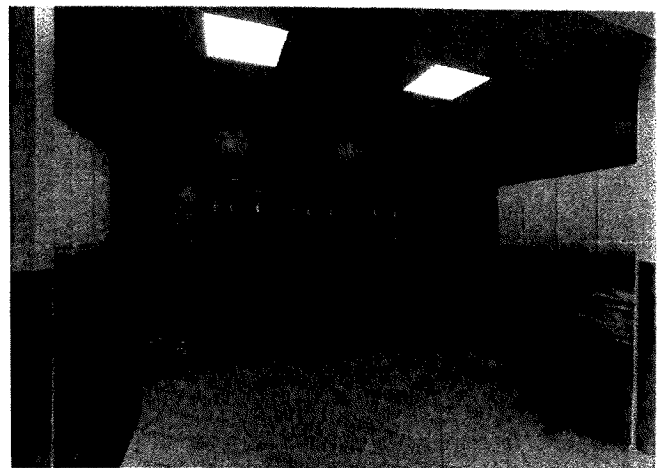
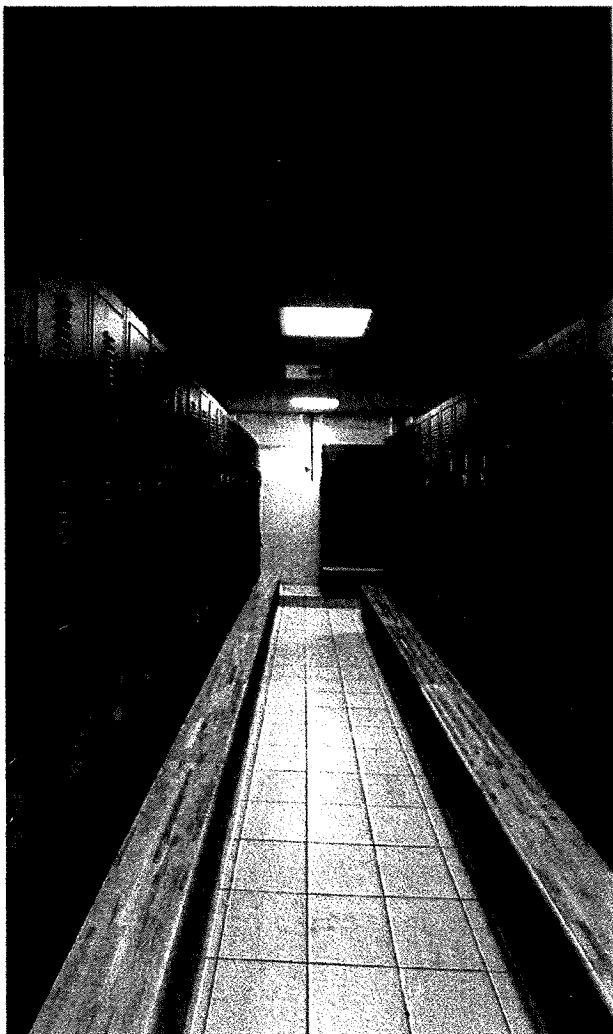
COMPLETION
 February 2011

Sunrise, Florida **PUBLIC SAFETY COMPLEX**

Architects Design Group was selected by the City of Sunrise for the design of the new Sunrise Public Safety Complex. The contracted scope of services included the development of a detailed spatial needs assessment, master planning, cost estimating, design, and construction administration. The public safety complex houses the entire operations of the Sunrise Police Department's employees, the joint county / city 911 communications center (PSAP), fire-rescue administration and training, municipal EOC, city-wide MIS data center, and an eight-lane indoor firing range.

Police divisions within the complex include administration, internal affairs, records, detectives division, crime scene unit, crime analysis unit, property and evidence, victim advocacy program, patrol, SWAT, and crisis negotiation unit. The facility includes an evidence processing lab, located on the second floor across from the evidence drop and storage area. The lab includes stainless steel counters, chemical resistant cabinets, epoxy flooring, a fume hood, emergency eye wash, and various analysis equipment.

The project site is located on the city's municipal complex. The existing buildings on-site provide a context for the design that are referenced through colors, materials, and complimentary details, creating a unified sense of identity within the complex. During the project planning phase, ADG examined vehicle and pedestrian access, utility network, and overall site infrastructure connections with modification recommendations to benefit current municipal complex functionality and enhance future improvements.





CLIENT
DR. JOHN KELLY
Chief Administrative Officer
 (228) 868-5770

SQ. FT.
 57,000 s.f.

REFERENCE QUOTE
"ADG has once again shown why they are rated as one of America's great architecture firms. They exceeded our expectations at every step of the process. Their knowledge and experience in the design of police and judicial facilities was shown daily and is shown in the quality of the facility. We are extremely pleased."

COST
 \$14,700,000

COMPLETION
 August 2010

Gulfport, Mississippi

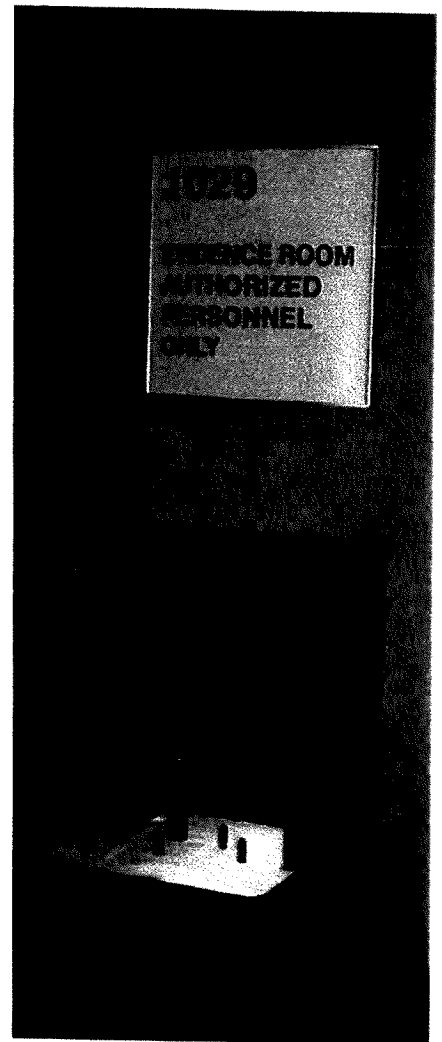
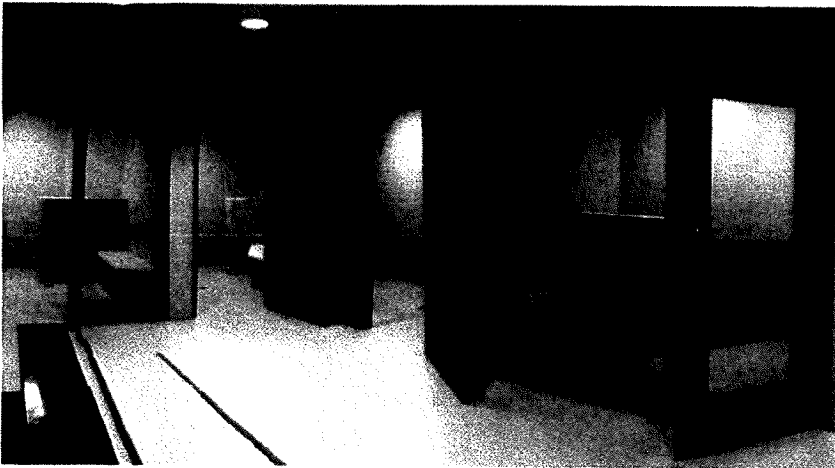
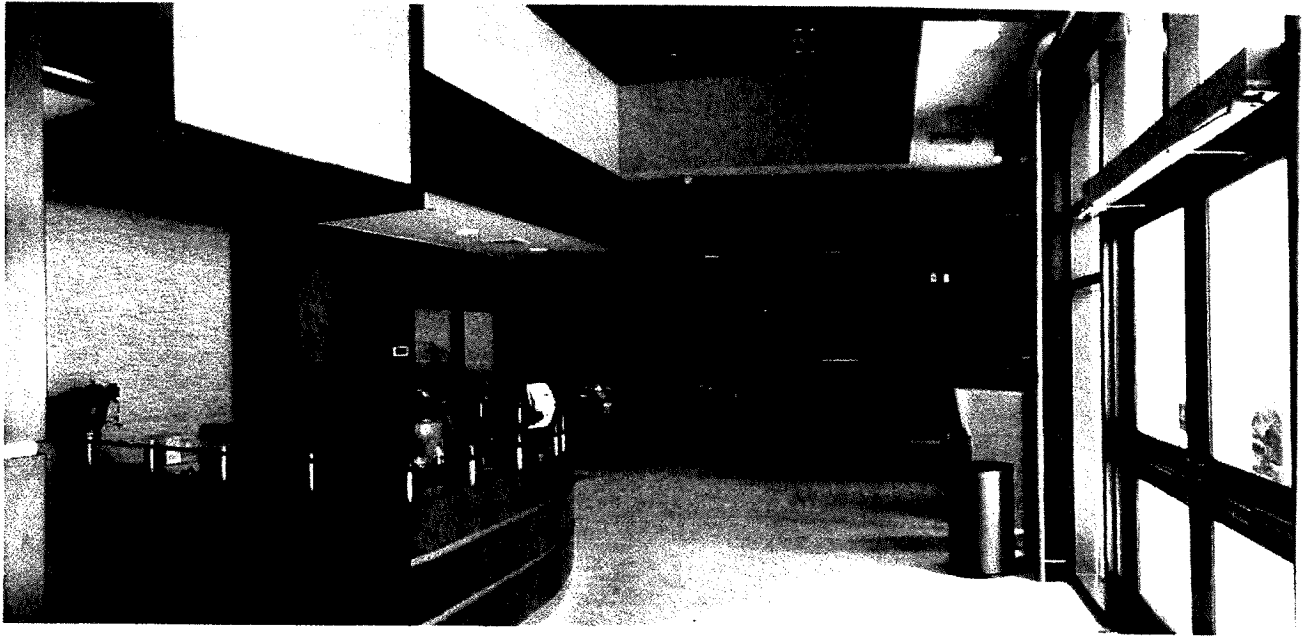
GULFPORT POLICE & COURTS FACILITY

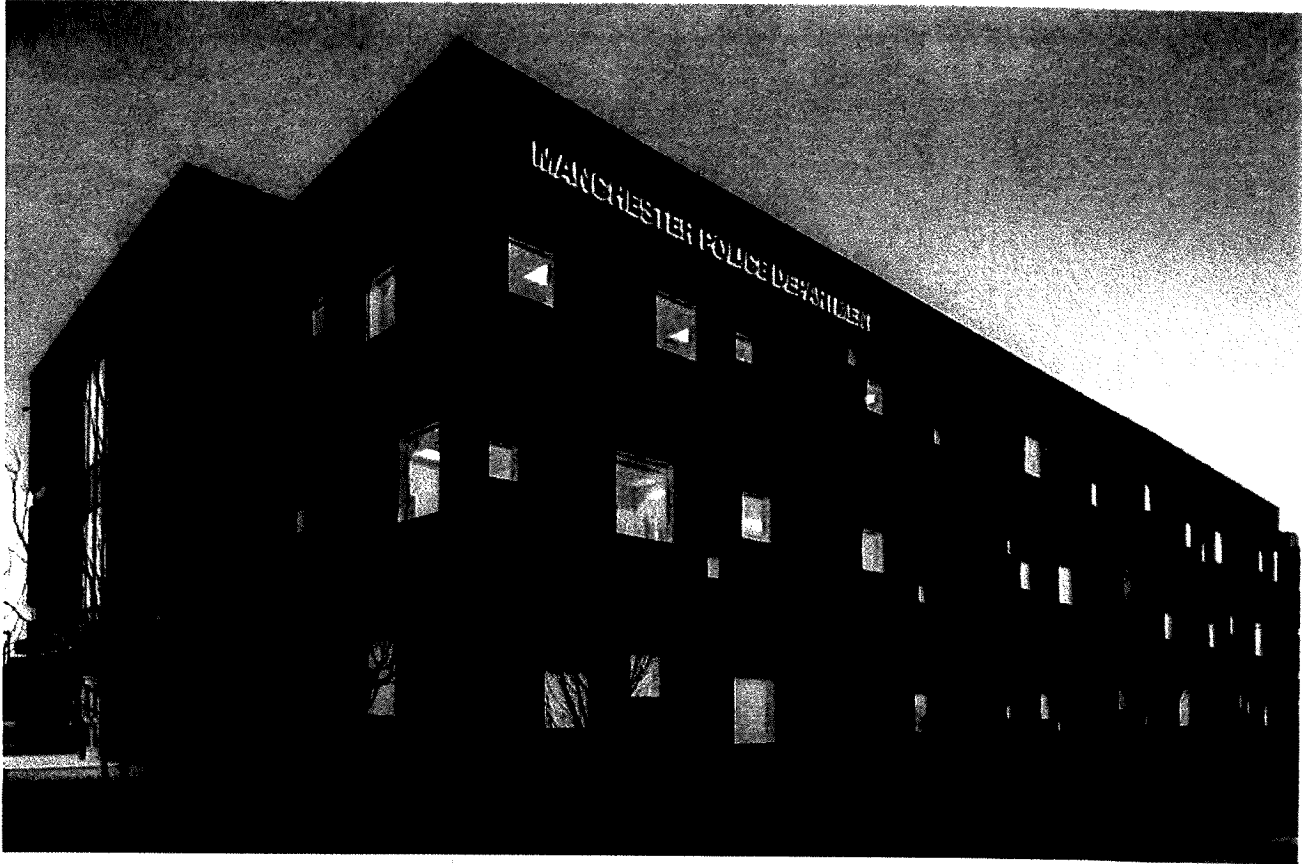
Architects Design Group, in association with a local architecture firm, was selected to conduct a detailed spatial needs assessment, master plan, and design for the police and municipal courts departments. Based on the in-depth analysis of the department and interviews conducted with staff, the spatial needs for a joint Gulfport Police and Courts Facility was developed. The master plan provided for a phased development approach.

The design team assisted the city with evaluating several potential sites for the new facility. Devastated by Hurricane Katrina, much of the rebuilding occurred north of downtown. The local businesses in the area, however, fought hard to keep the new building in the downtown core to reinforce the economic recovery of the area. After much deliberation, it was recommended to build the new facility on the existing downtown police department site. The city made a significant commitment to the revitalization of its downtown by choosing to build the municipal court and police facility in pre-Katrina locations.

Specific law enforcement components include booking and intake with separate holding facilities for males, females and juveniles, evidence intake and processing, a detectives division, interview rooms, administrative spaces, a special operations unit, a crime reduction office, an emergency operations center, and communications / dispatch. In order to achieve judicial impartiality, the facility was designed with separate entrances for the public, police, and judiciary.

In order to achieve judicial impartiality, the facility was designed with separate entrances for the public, police and judiciary. The Judicial / Courts Complex consists of an arraignment court and a trial court, along with associated judicial chambers, jury deliberation rooms, and related facilities for the clerk of the court and judicial staff.





CLIENT
FRED ROACH
 Retired Captain
 (603) 315-3393

SQ. FT.
 75,000 s.f.

REFERENCE QUOTE.
"Despite the pressures of space and budget, the ADG team rose to the challenge of providing us with a first-class and professional police department that we can utilize for years to come."

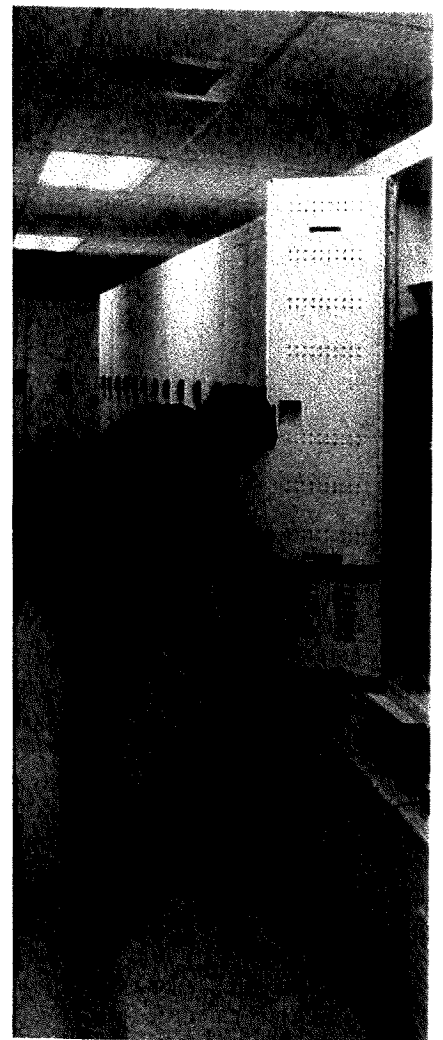
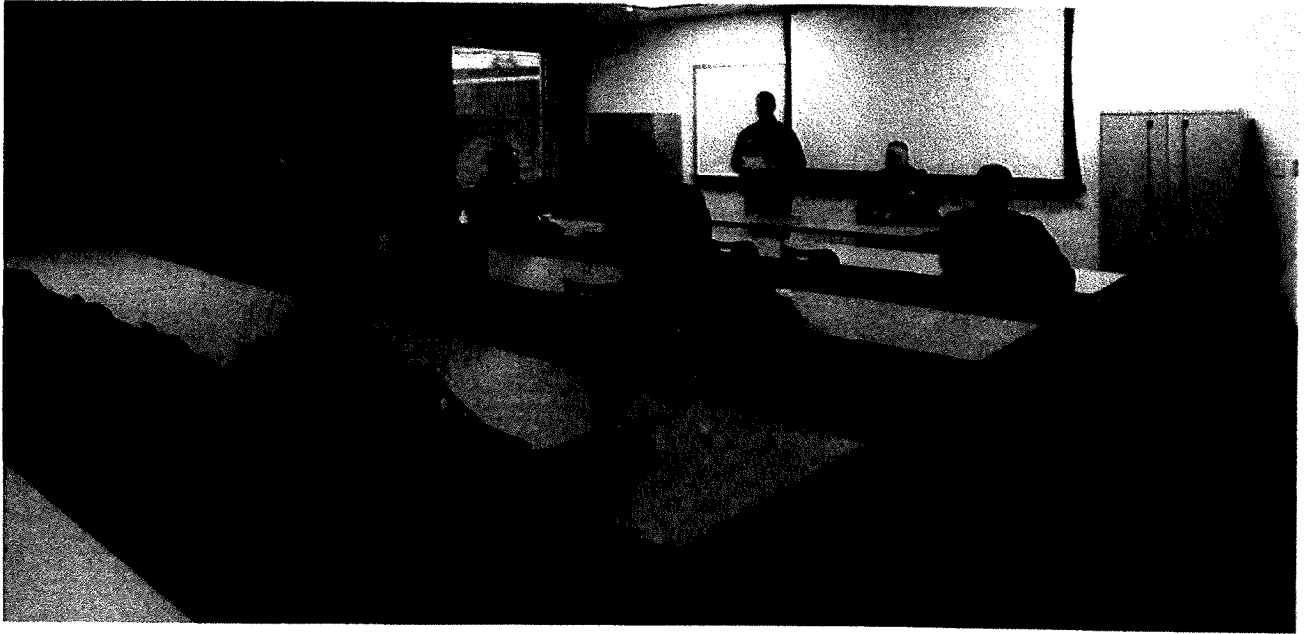
COST
 \$15,700,000

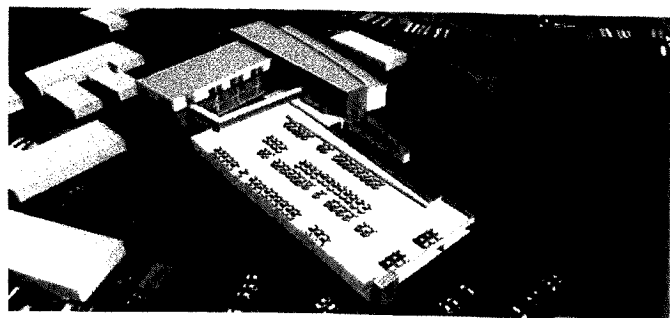
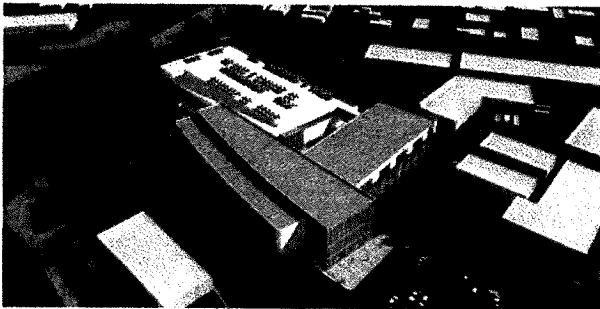
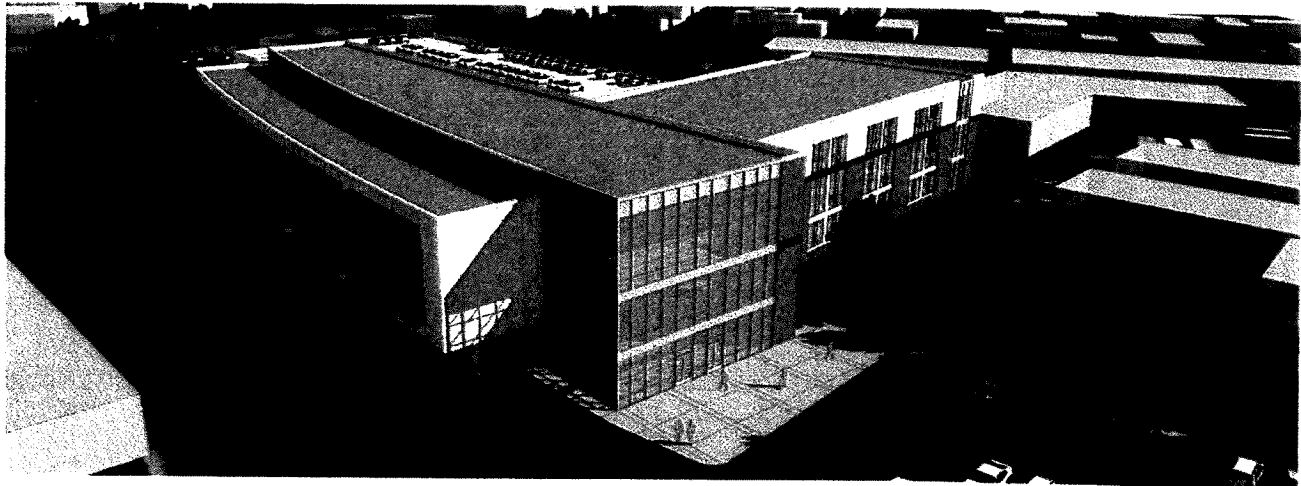
COMPLETION
 February 2012

Manchester, New Hampshire **MANCHESTER POLICE DEPARTMENT**

The City of Manchester was in the process of launching a large-scale public works complex when it became apparent that the property could also accommodate a new police headquarters facility to house the police department's 230 sworn officers. Architects Design Group teamed with the architect under contract with the city for the public works complex. ADG developed a detailed spatial needs assessment, updated the existing master plan for the entire complex to reflect the specialized needs of the police department, and developed the interior operational adjacencies for the new facility.

Working directly with the Manchester Police Department staff, ADG developed detailed design documents of all interior layouts, specialized equipment coordination, security systems design and specification, and development of the critical infrastructure redundancies to support the facility. Departments housed in the new facility include property and evidence, records, investigations, communications, a detectives unit, and a street crimes unit. This facility also includes a state-of-the-art evidence storage and processing lab. Inclusive in the design is an eight lane indoor firing range as a major component of the training unit. ADG's expertise in law enforcement planning and design has ensured that the new facility is designed to stand up to the most rigorous inspections in the pursuit of CALEA accreditation.





CLIENT
MARYANN BALLOTTA
*Public Research and
 Planning Director*
 (978) 674-19030

SQ. FT.
 120,000 s.f.

COST
 TBD

COMPLETION
 TBD

Lowell, Massachusetts

LOWELL POLICE HEADQUARTERS

Architects Design Group, in association with a local architectural firm, was selected to design the Lowell Police Department Headquarters. The new facility is designed to be a three-story structure with the front of the building aligned parallel to Tanner Street creating a protective barrier for the secured staff parking areas to the east. The public entrance to the building is directly off the public plaza adjacent to the public and visitor parking area. The public lobby is an open atrium with natural daylight and the building interior is organized by two main wings.

The 120,000 SF Headquarters will feature crime analysis labs, two vehicle evidence bays, communications / dispatch, physical agility area, a training auditorium, classrooms, an emergency operations center and over 20,000 SF of office space for the various divisions. The headquarters will serve as the hub for the department's 240 sworn officers and 95 civilian employees.

Police Department staff will enter the building on the southeast side of the building from the two-bay parking garage structure through two bridge connectors on the second level or the sally port. The indoor firing range, rolling asset storage, and detention areas will be located beneath the parking structure on the lower level with over 150 secure parking spaces on the upper deck.

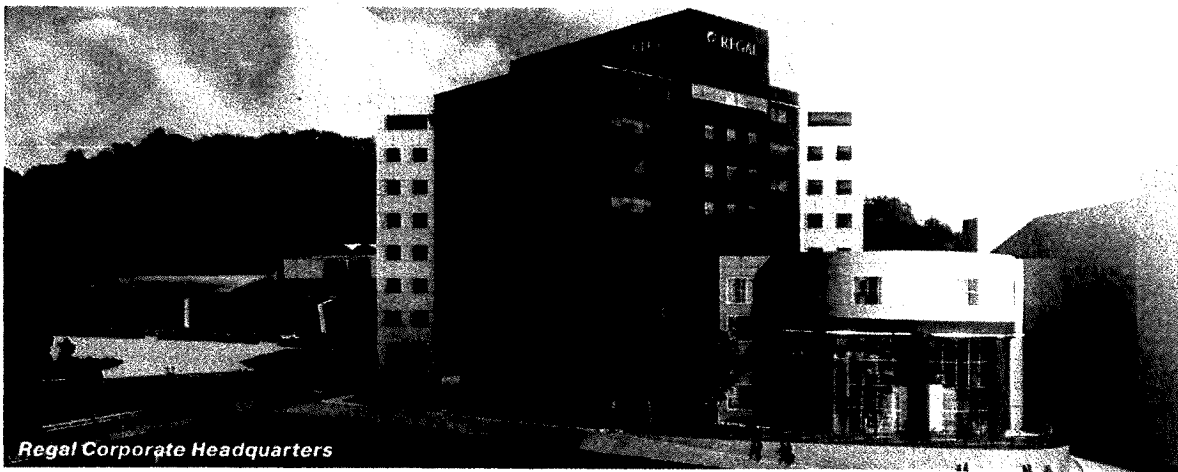
4.b RENOVATION PROJECTS

MHM

Renovation Projects

MHM Architects has had the opportunity to work on several **renovation projects of a comparable scope** to the Public Safety Complex. These projects cover a wide array of project types, clients and sizes. Our experience with these projects has taught us the following:

- The project team (client, designer and contractor) needs to remain flexible. An inevitable fact is that unknown situations will arise during a renovation project. It is **how the team prepares and responds** to those unknowns that determines the project's success.
- Establish a **healthier contingency than one would for a new construction** project. Rarely are existing conditions exactly as anticipated and being able to deal with unexpected conditions without compromising the project's integrity is important.
- Be realistic about **how much renovation you do** to a building. It is not uncommon for renovation costs to exceed new construction cost if the renovation scope goes unchecked.
- Seismic, energy and accessibility **codes have changed dramatically in our region** over the last 10 years. With the amount of renovation anticipated on this project, the existing buildings will most likely be required to meet current codes.



Regal Corporate Headquarters
(formerly Baptist Medical Offices)
Knoxville, Tennessee

Lenoir City Municipal Building
(formerly SunTrust Bank building)
Lenoir City, Tennessee

Knoxville Civic Auditorium & Coliseum
Knoxville, Tennessee

AAA of East Tennessee
Knoxville, Tennessee

Bush Brothers Corporate Headquarters
Knoxville, Tennessee

Comcast Customer & Technical Facility
(formerly K-Mart)
Knoxville, Tennessee

EdFinancial Corporate Headquarters
Knoxville, Tennessee

Goody's Corporate Headquarters
Knoxville, Tennessee

Keurig Green Mountain Corporate Headquarters
Knoxville, Tennessee

Tennessee Valley Authority (TVA) Knoxville Office Complex / Towers
Knoxville, Tennessee

Knoxville Utilities Board Miller's Building Renovations
Knoxville, Tennessee

The Tennessean
(formerly State of Tennessee office complex) *Knoxville, Tennessee*

Neyland Stadium Renovations
Knoxville, Tennessee

Historic Tennessee Theatre
Knoxville, Tennessee



CLIENT
LENOIR CITY
ADMINISTRATOR

Ms. Amber Scott
(865) 986-2715
ascott@lenoircitygov.com

SQ. FT.
23,100 s.f.

COST
\$1,137,000

COMPLETION
2016

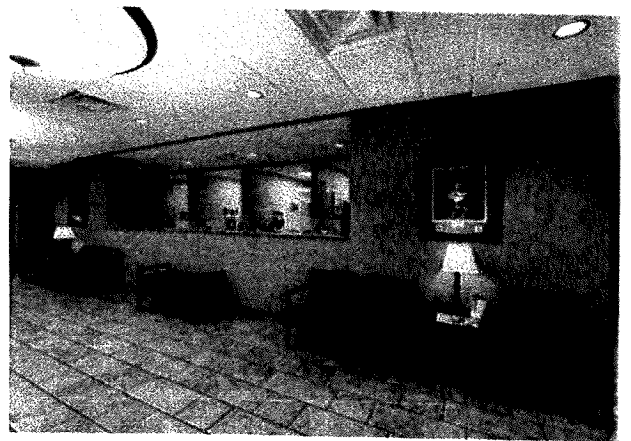
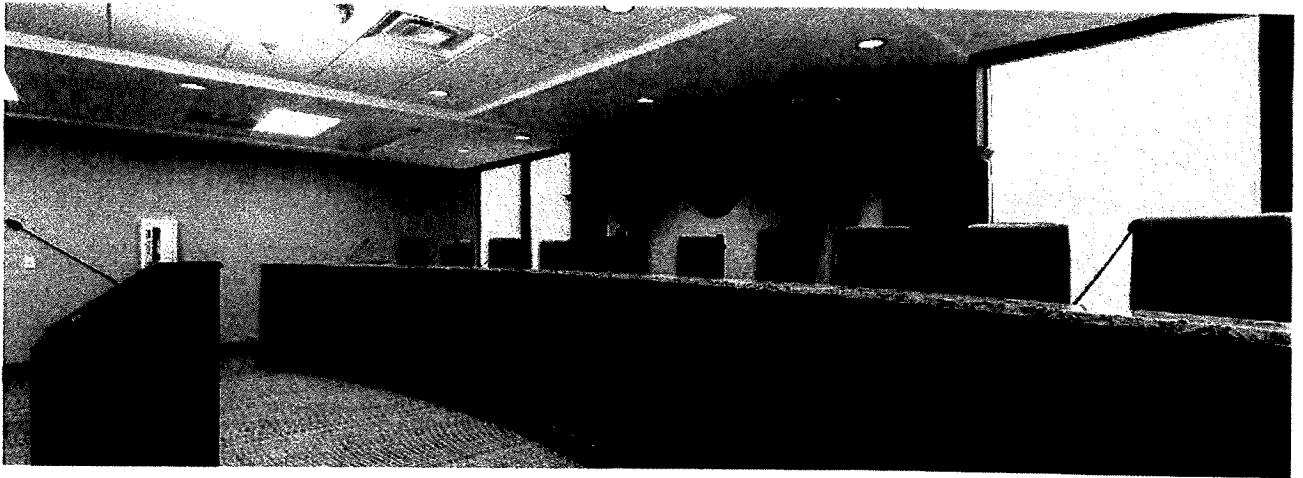
Lenoir City, Tennessee

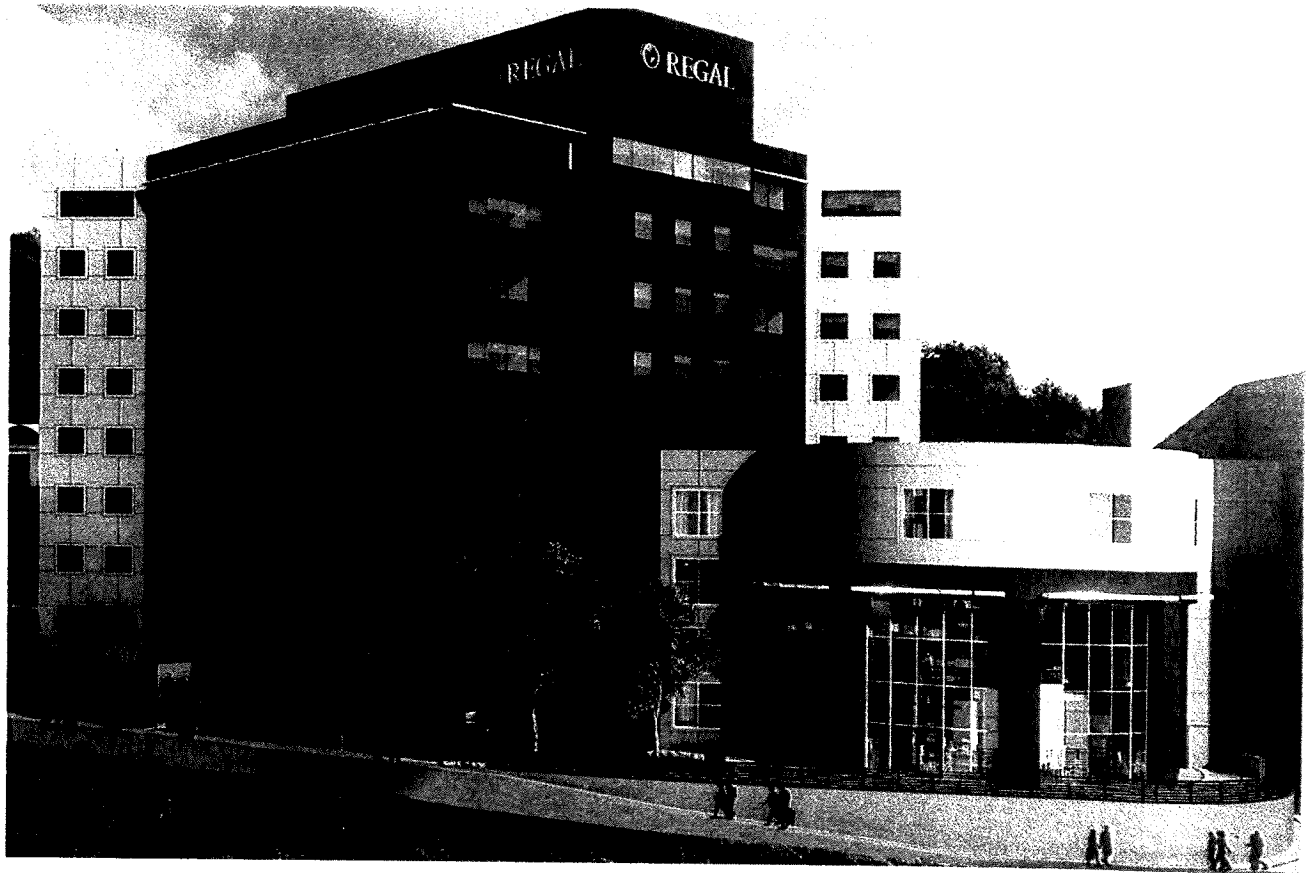
LENOIR CITY MUNICIPAL BUILDING

McCarty Holsaple McCarty was hired by the City of Lenoir City to renovate an existing three-story bank building into new municipal offices for the city. Phase One involved a feasibility study and due diligence assessment of the building, prior to the city purchasing the building.

Departments moved into the building include city administration/mayor's office, city council/municipal courtroom, city recorder and finance, police department, detainee holding and processing, parks and recreation and codes enforcement/planning.

In addition to renovating the existing building, the project involved two additions to the ground floor. One accommodates a secure holding area for detainees going to municipal court and the other enclosed the bank drive-thru to create space for the city recorder offices. MHM also reworked parking and drive lanes to accommodate police department parking demands and public access to the building.





CLIENT
REGAL ENTERTAINMENT
GROUP

Mr. Ronald Kooch
Senior Vice President
(865) 922-1123
ronald.kooch@
regalcinemas.com

SQ. FT.
178,000 s.f.

COST
\$10,600,000

COMPLETION
2018

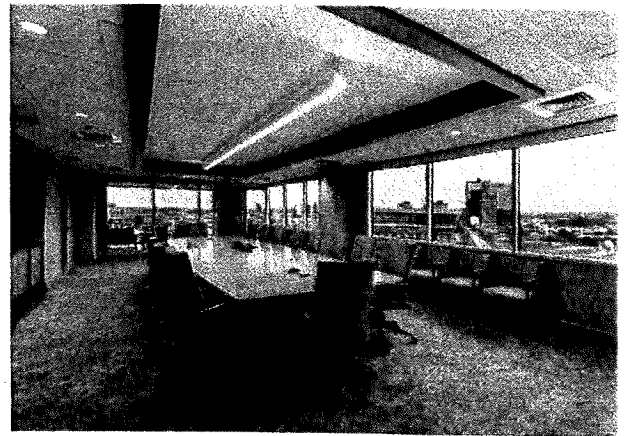
Knoxville, Tennessee

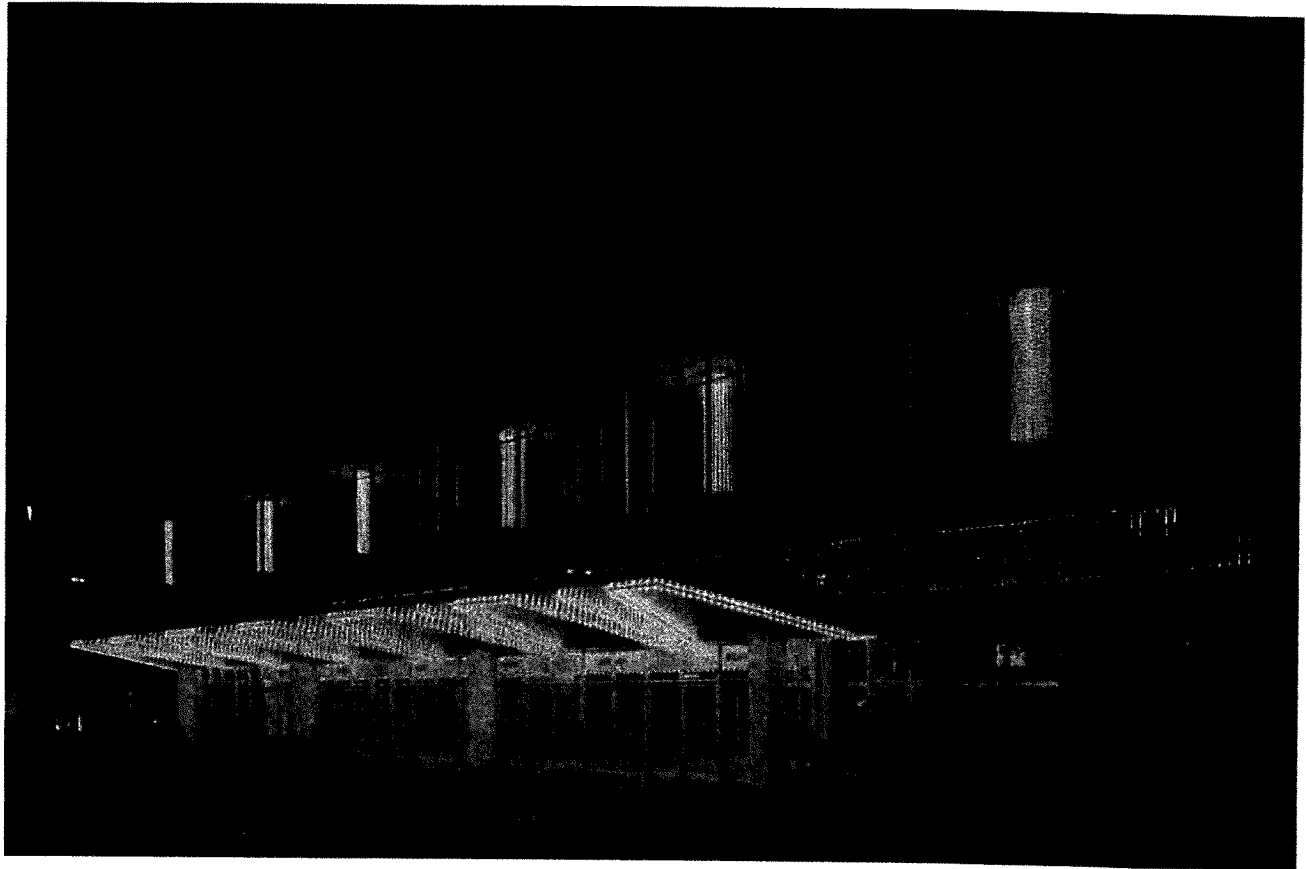
REGAL ENTERTAINMENT GROUP CORPORATE HEADQUARTERS

McCarty Holsaple McCarty worked with Regal Entertainment Group and Blaine Construction to renovate a former hospital medical office building into the company's new corporate headquarters. This was a significant boost to Knoxville's newly formed South Waterfront District.

The project scope of the existing nine-story, 178,000 s.f. space included updating the building's exterior through colors, sunshade devices and the addition of a new exterior balcony.

For the interior, MHM transformed the heavily subdivided existing suites into open floors to support the company's workplace environment goals. In addition to improvements related to codes and building systems, the interior design updated the main entry and rotunda, building core, lighting and all finishes.





CLIENT
CITY OF KNOXVILLE /
COUNTY OF KNOX
PUBLIC BUILDING
AUTHORITY

Ms. Kristin Grove
(865) 215-4681
kgrove@ktnpba.org

SQ. FT.
Total 240,000 s.f.

COSTS
\$8,465,000

COMPLETION
Estimated 2019

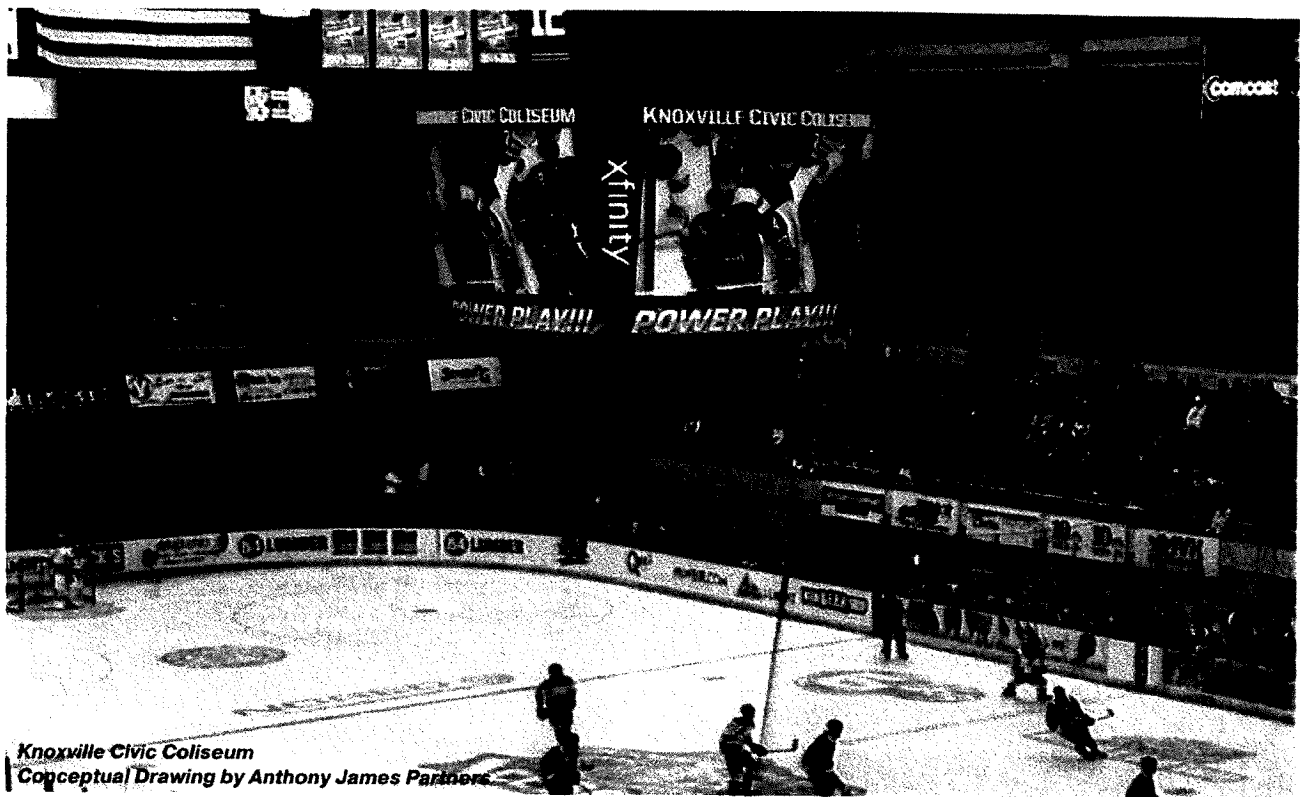
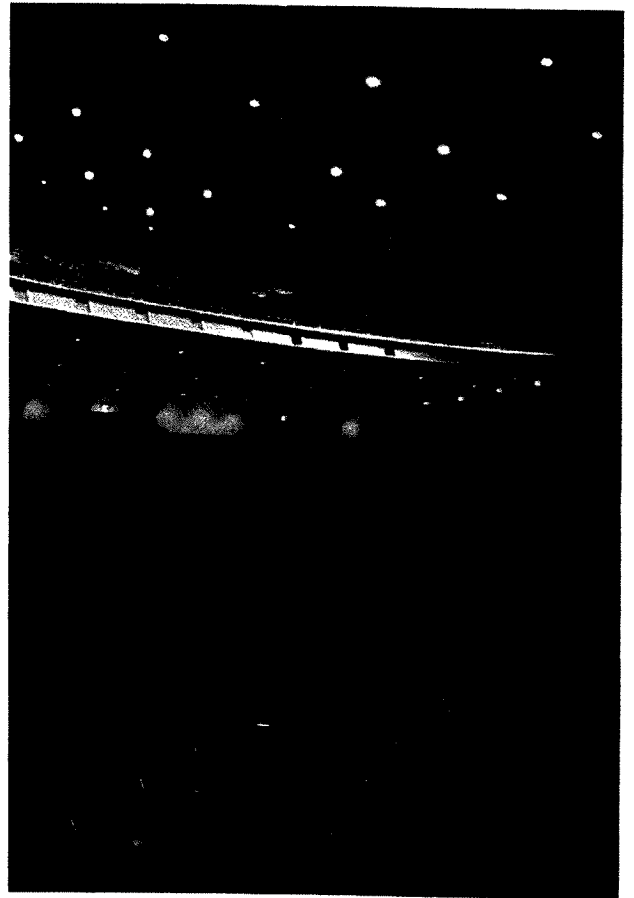
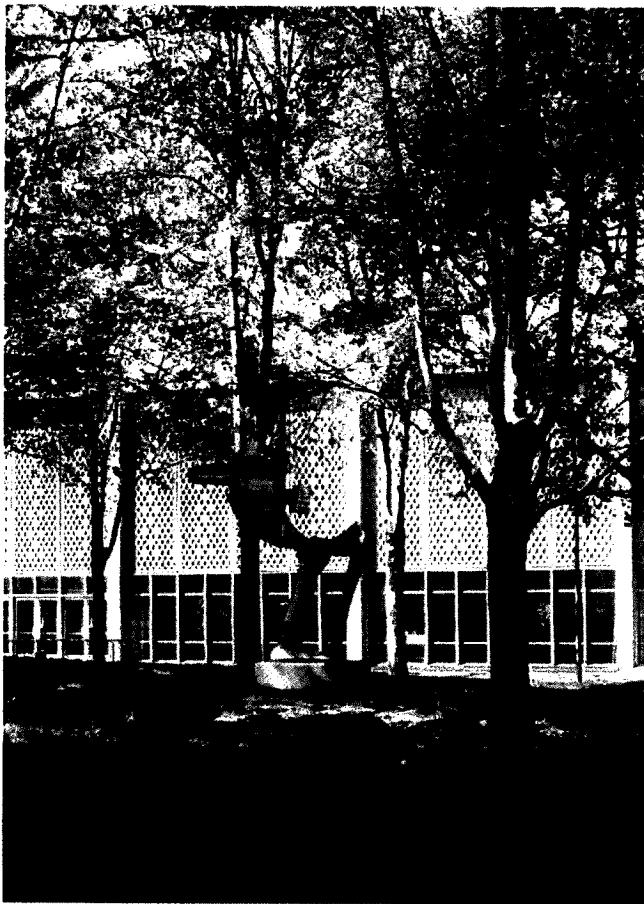
Knoxville, Tennessee

KNOXVILLE CIVIC AUDITORIUM /
COLISEUM COMPLEX

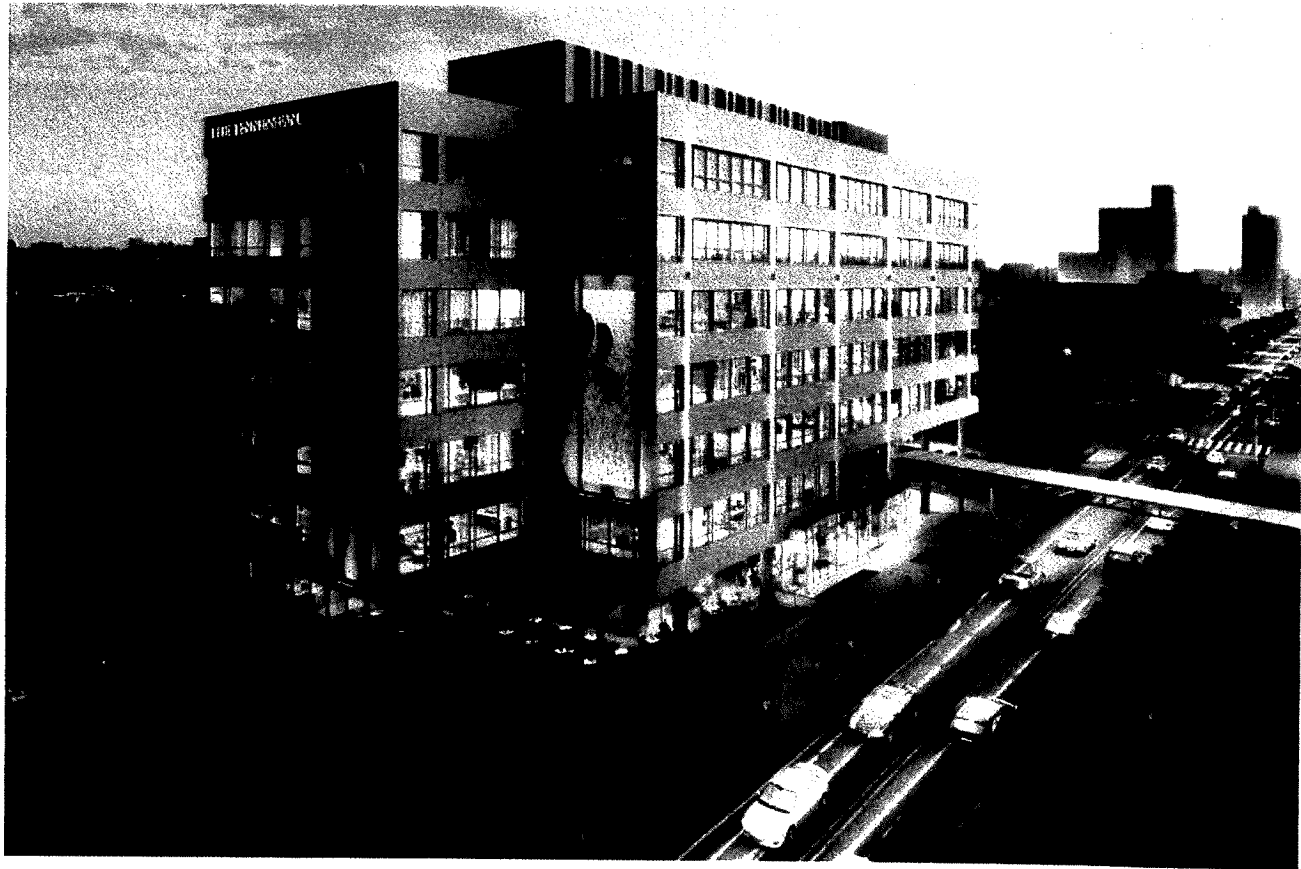
Designed by McCarty Holsaple McCarty, and built in the early 1960s, the Public Building Authority hired MHM to complete major renovations that includes the re-design of many building systems in both the Auditorium and Coliseum.

Divided into two phases, the scope includes improvements to mechanical and electrical systems, multiple operational improvements, a new center-hung scoreboard, LED sports lighting, new ice floor, orchestra pit lift, and restroom upgrades.

The Civic Auditorium and Coliseum is a 240,000 s.f. facility, which includes a 6,540 seat arena (4,790 seats for hockey or ice shows), 10,000 s.f. exhibit hall, a 4,800 s.f. ballroom, and an outdoor plaza.



Knoxville Civic Coliseum
Conceptual Drawing by Anthony James Partners



CLIENT
THE TENNESSEAN, LLC

Mr. Nick Cazana
(865) 584-3967
ncazana@ciprop.com

SQ. FT.
112,000 s.f.

COST
\$18,034,000

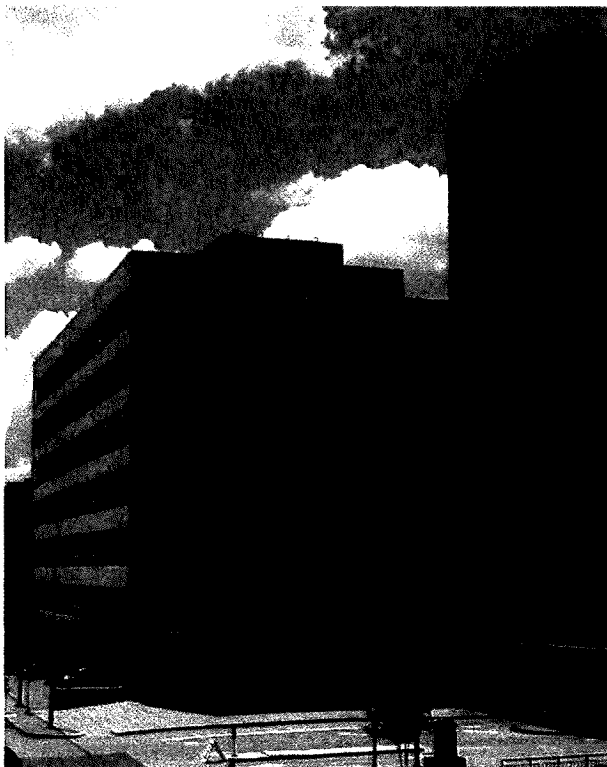
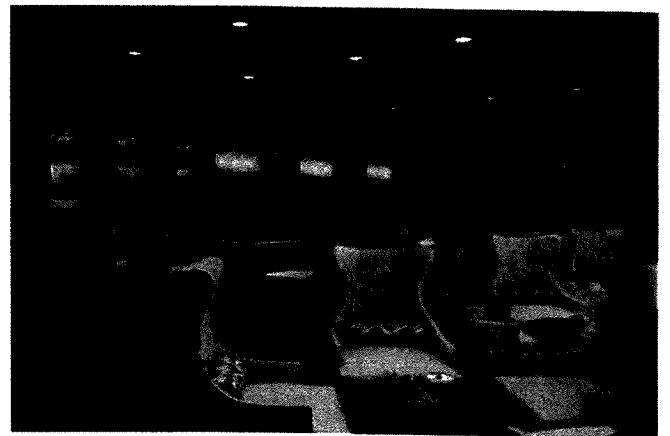
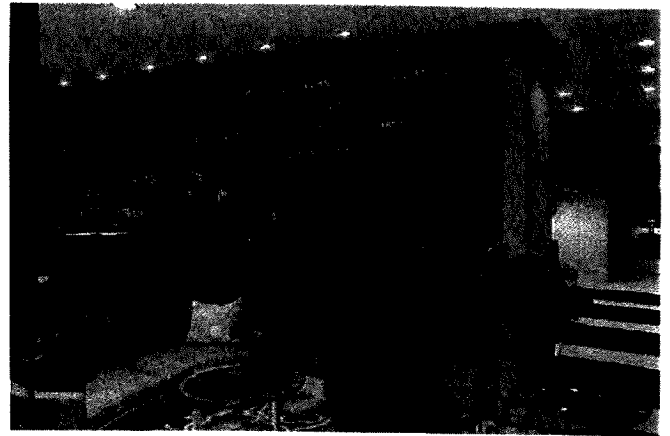
COMPLETION
2018

Knoxville, Tennessee
THE TENNESSEAN

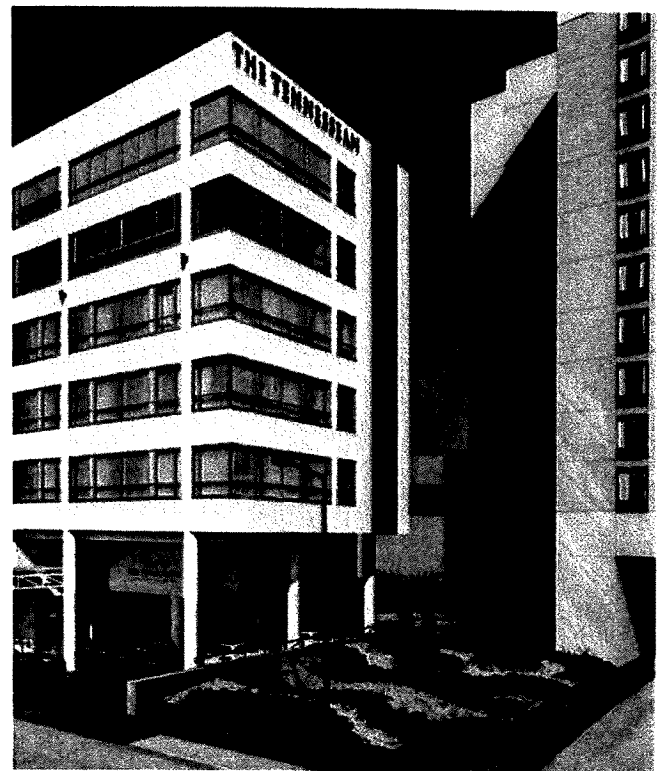
Designed by MHM and constructed by Johnson & Galyon, the Tennessean Hotel and Residence is a renovation to an existing State of Tennessee office building in downtown Knoxville, TN. The building's prominent site on the World's Fair Park and it's adjacency to the convention center provides an ideal setting for the conversion of the 35-year-old building into a hospitality property.

The design concept for the project centered on creating a timeless quality similar to that of the tuxedo. Black and white with gold accents became the identity for not only the building, but the entire hotel brand.

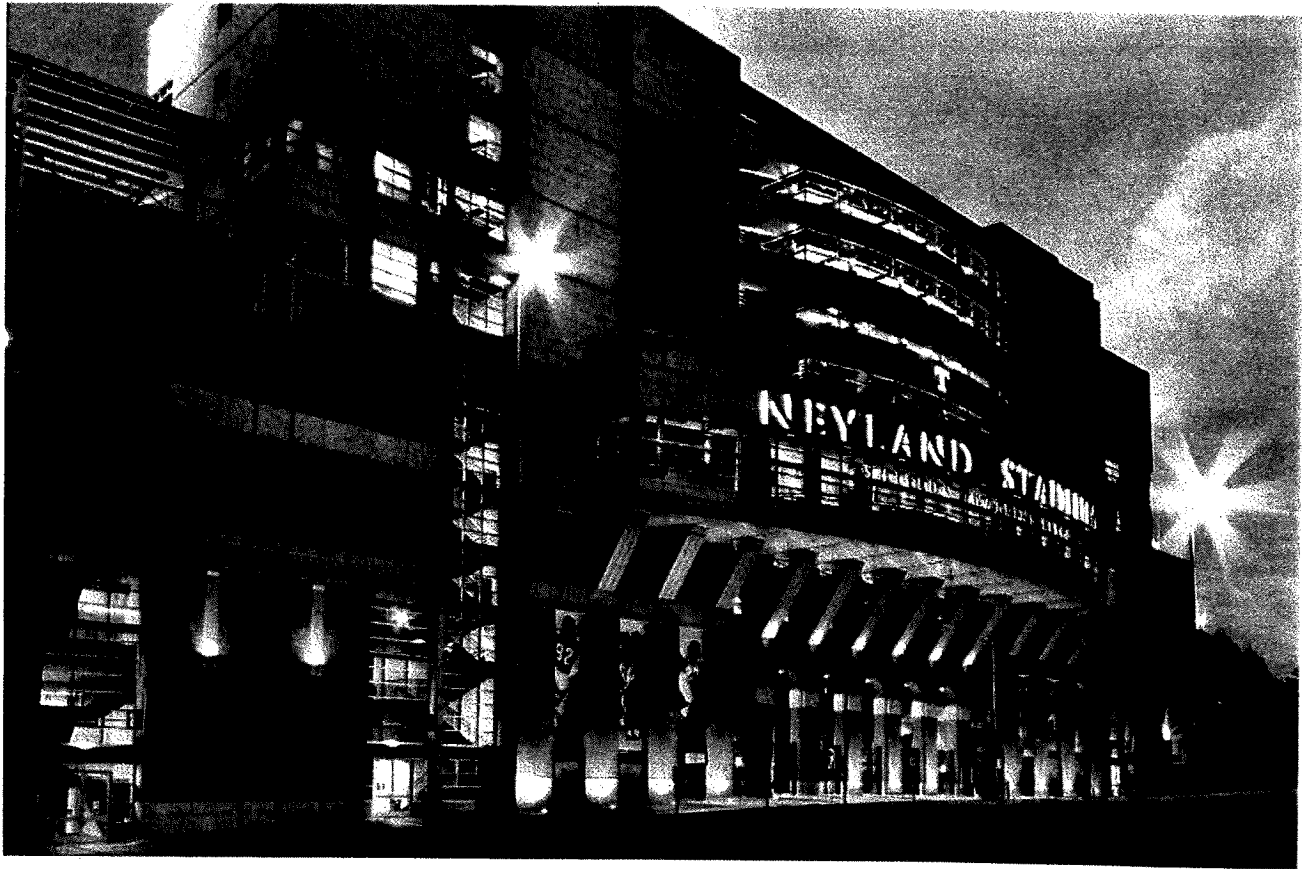
The building's first floor consists of an open lobby with hotel support functions. The second floor features a cocktail lounge, gym, and meeting facilities. Floors three through five contain seventy two boutique hotel rooms culminating in an impressive Governors Suite overlooking the park. The top two floors of the building house twelve luxury condominium residences that offer 24/7 hotel services and amenities.



Before



After



CLIENT
THE UNIVERSITY OF
TENNESSEE FACILITIES
PLANNING

Ms. Michelle Crowder
(865) 974-2231
mcrowder@utk.edu

SQ. FT.
Total 189,000 s.f.

COST
\$162,000,000

COMPLETION
multiple phases / years

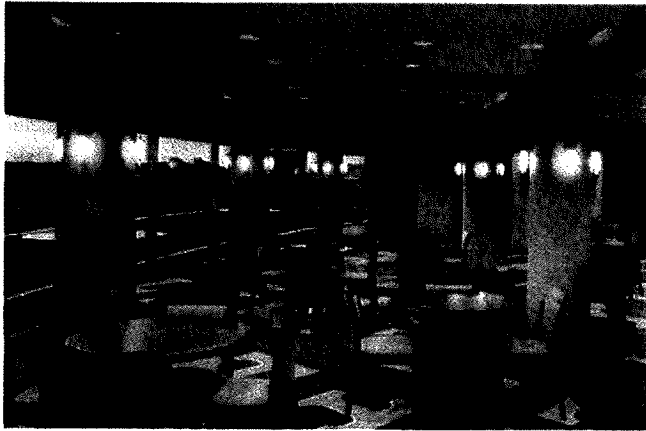
Knoxville, Tennessee

NEYLAND STADIUM RENOVATIONS

McCarty Holsaple McCarty | Ross Bryan Associates, a Joint Venture, completed phased renovations that focused on both interior and exterior. To compete with rival sports facilities, the goals were to improve infrastructure and wayfinding, generate game day excitement and develop levels of fan patronage to enter the 21st Century. Larger than life graphics serve to guide, energize and educate visitors about the program's accomplished history.

Multiple venues are available for varying levels of patronage. For those preferring a personal space experience with indoor seating, Skyboxes are widely popular and share a common hospitality area. One level is dedicated to the University and guests. The vibrant and modern Terrace Club provides the comforts of private concessions and restrooms while sitting outside. Combining the best of all worlds are the East and West Club Levels; offering guests covered outdoor seating, varieties of indoor seating, buffet food service and balcony level vistas of the campus.

Other renovations have included a state of the art Press Level and Media Center, Locker Room, Letterman's Club, Team Store, Concessions and Concourses,





CLIENT
TENNESSEE VALLEY
AUTHORITY

Ms. Robin Vasa
rlvasa@tva.gov

SQ. FT.
600,000 s.f.

COST
N/A

COMPLETION
multiple phases / years

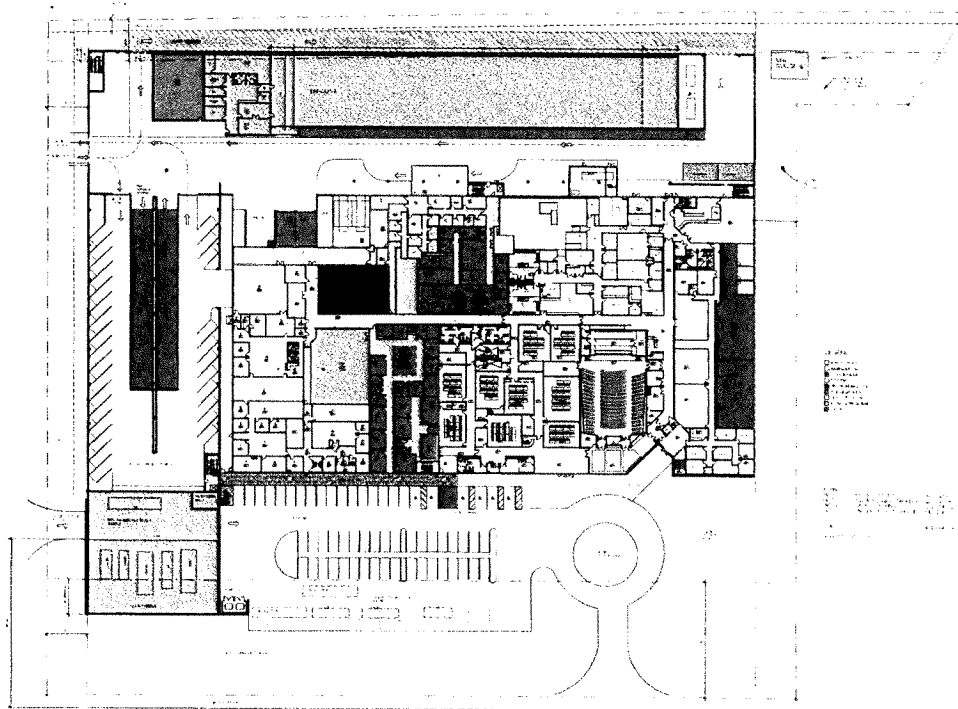
Knoxville, Tennessee

TVA KNOXVILLE OFFICE COMPLEX

MHM was the original architect for the Tennessee Valley Authority's 600,000 SF Knoxville Office Complex as a developer-led project for the General Services Administration. Almost thirty years after its opening, MHM was hired by TVA to lead a team of architects and contractors in dramatically updating the building. Working with TVA's facilities planners, MHM performed extensive programming and master planning prior to the design of a many-phased upgrade to the building. Specific projects included renovated plaza and entry lobbies, new food service venues, additions to the loading dock area and renovations to virtually every floor of the complex including the executive suites.

Overarching goals of the project were to improve operational efficiency, increase staff comfort, incorporate sustainable design solutions, establish design standards to provide continuity of design elements and to consolidation TVA staff in leased space into the main complex. As part of the project, MHM's design team, working with TVA staff, conducted research into sustainability issues regarding design, construction and materials. Pre-USGBC, this research won a Federal design award for both TVA and MHM.

4.b RENOVATION PROJECTS



CLIENT
JIM BURKE
Director
(561) 338-1318

SQ. FT.
115,000+ s.f.

REFERENCE QUOTE.

"I am pleased to recommend ADG. During the past decade, the City of Boca Raton has been successfully working with ADG on numerous projects... The company has consistently offered and produced high quality services. Our continued use of ADG is an indication of the satisfaction we continue to experience."

COST
TBD

COMPLETION
TBD

Boca Raton, Florida

BOCA RATON POLICE FACILITIES - MULTIPLE RENOVATIONS

ADG was selected to provide a spatial needs assessment, master planning, conceptual design, and full design services for several facilities which house the Boca Raton Police Department operations. This project is currently in the design phase. Components to this multi-phase / multi-building project include:

Police / Fire Public Safety Building

- Relocation of administration and one patrol district to a new site
- Renovation of the 115,000 SF building
- New booking and intake facility including detention
- New crime lab facilities
- Build-out of second floor shell space for future use
- Additional 135 parking spaces, which will include space for the special operations vehicles

Firearms Range / Training Center

- Design of a new firing range and training center at Countess Delorme Park
- 10 lane, 25 meter pistol range
- At least one 100 meter rifle range
- Reconfigurable shoot house
- Vehicular Training track with interchangeable obstructions
- Space for the EOD / organized crime unit and K-9 units to conduct training scenarios outside.
- New kennel facility

Existing Police Headquarters / Operations

- Development of a police sub-station
- Relocate property and evidence storage into the soon to be vacated firing range building at the existing police headquarters
- Construction of 3 to 5 new sound proof secure interview rooms
- Expand crime scene lab facilities



CLIENT
CLAUDIO ROSADO

*Support Services Manager
(407) 246-2656*

SQ. FT.
82,000 s.f.

REFERENCE QUOTE.

"They have addressed our needs, acted efficiently to design changes, and have been positive while working with an extremely tight budget. In my experience, ADG is one of the best in the industry. I would work with ADG again and I would recommend them to other organizations."

COST
\$40,000,000 (HQ & Crime Lab)

COMPLETION
September 2017

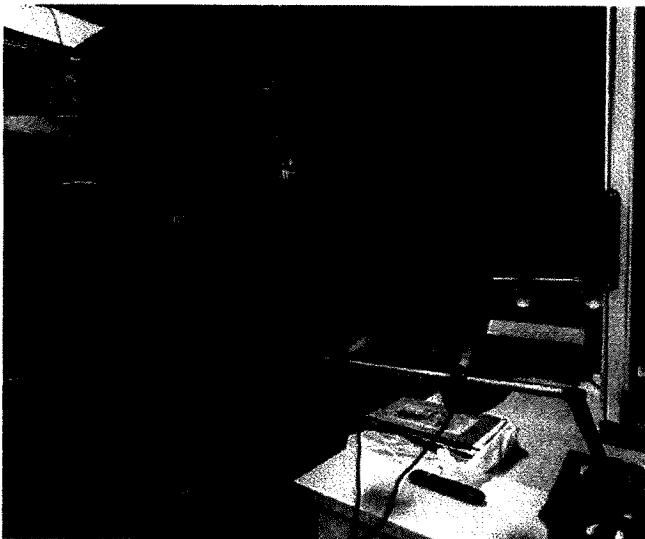
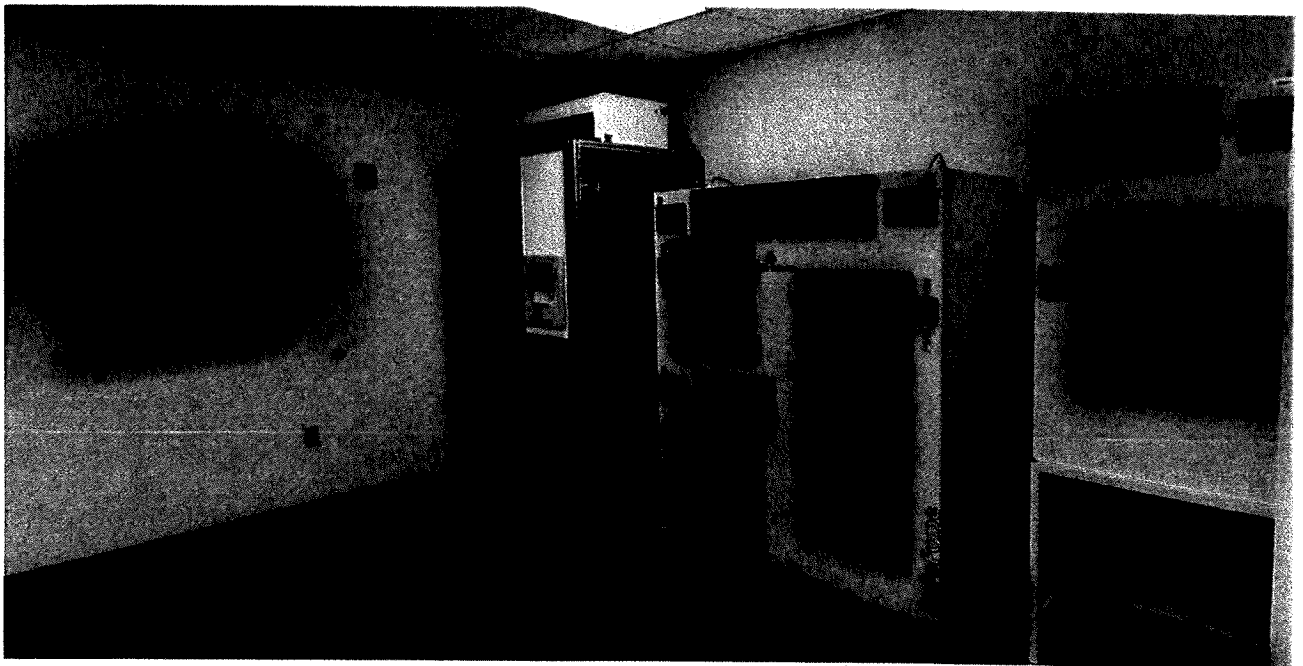
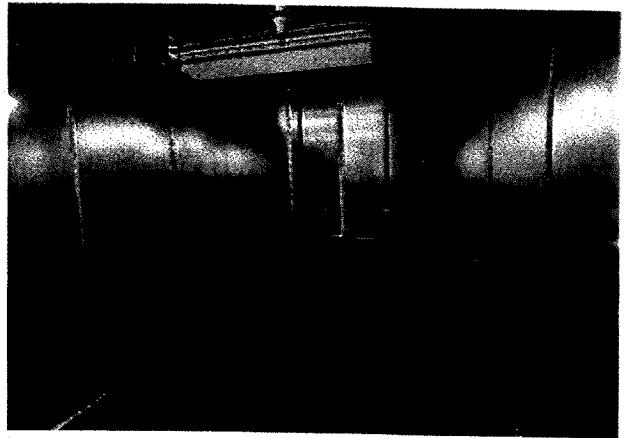
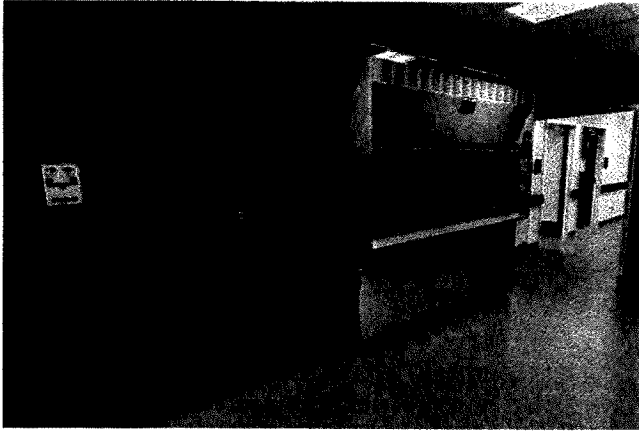
Orlando, Florida

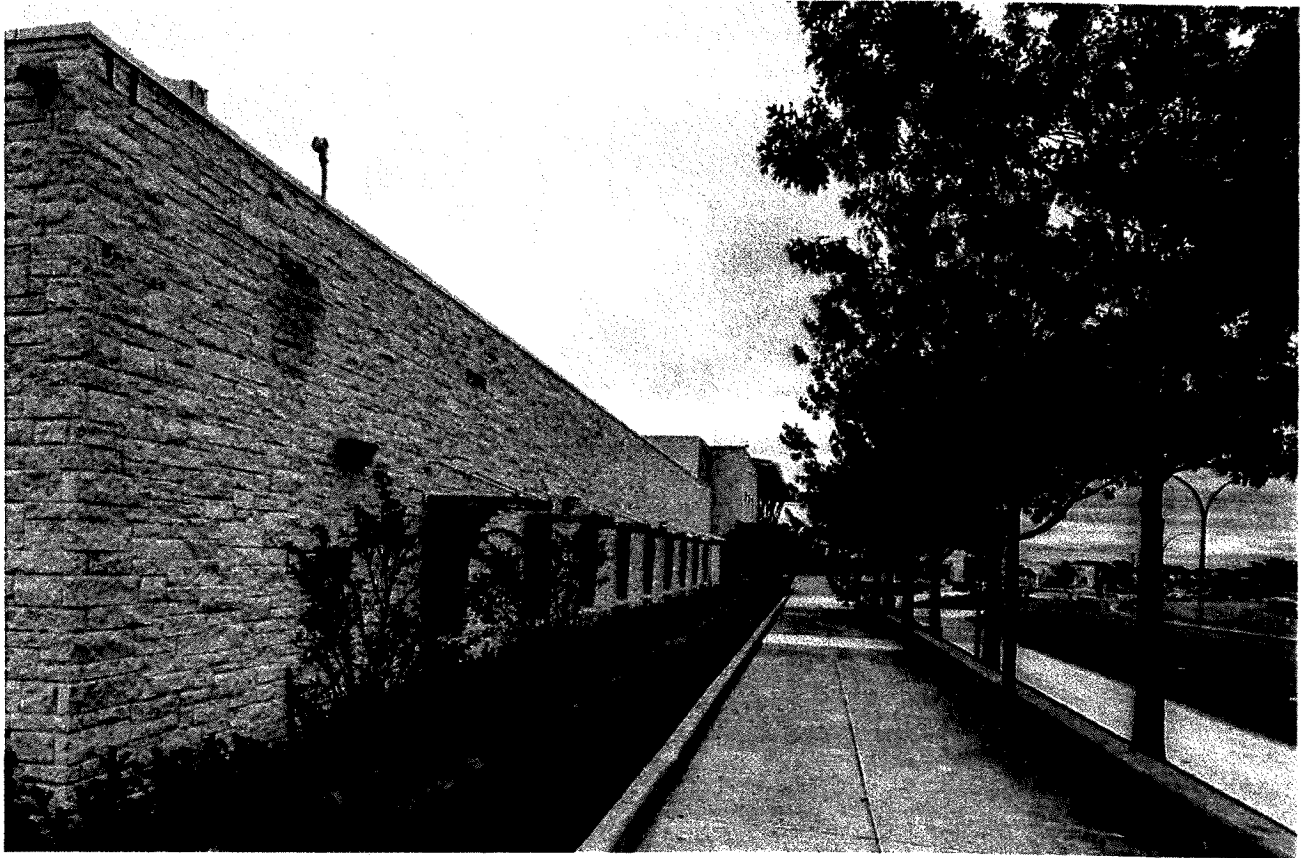
ORLANDO POLICE EVIDENCE RENOVATION

As part of a design-build team, ADG was selected to provide programming, master planning, design, and construction administration of a new crime scene and evidence facility for the Orlando Police Department. The project consists of the adaptive reuse of an existing 82,000 SF warehouse to accommodate evidence operations.

The evidence facility includes the property and evidence unit, storage, crime scene investigations and processing labs, training rooms, high density storage, bulk receptor storage, drop lockers, vehicle processing, narcotics, and weapons storage.

This project provides the department with 55,000 SF of evidence space, with an additional 27,000 SF of shell space to be built out for future growth. Critical infrastructure components are tied into the existing emergency operations center systems to provide redundancies for continuity of operations..





CLIENT
SEAN MANNIX
Chief of Police
(512) 260-4600

SQ. FT.
11,000 s.f.

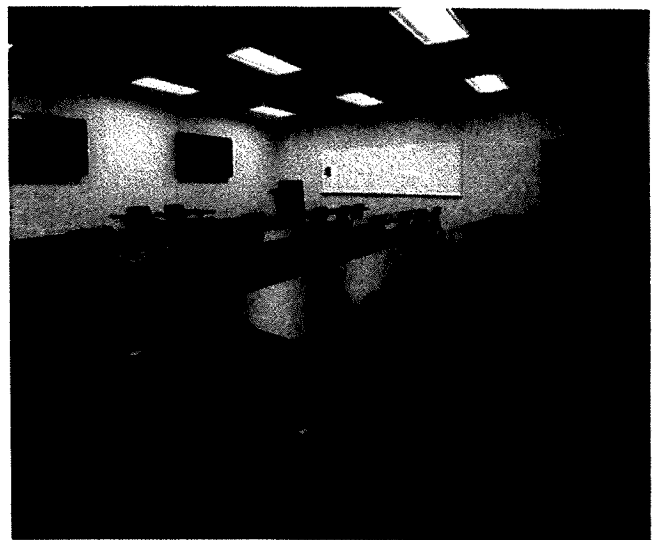
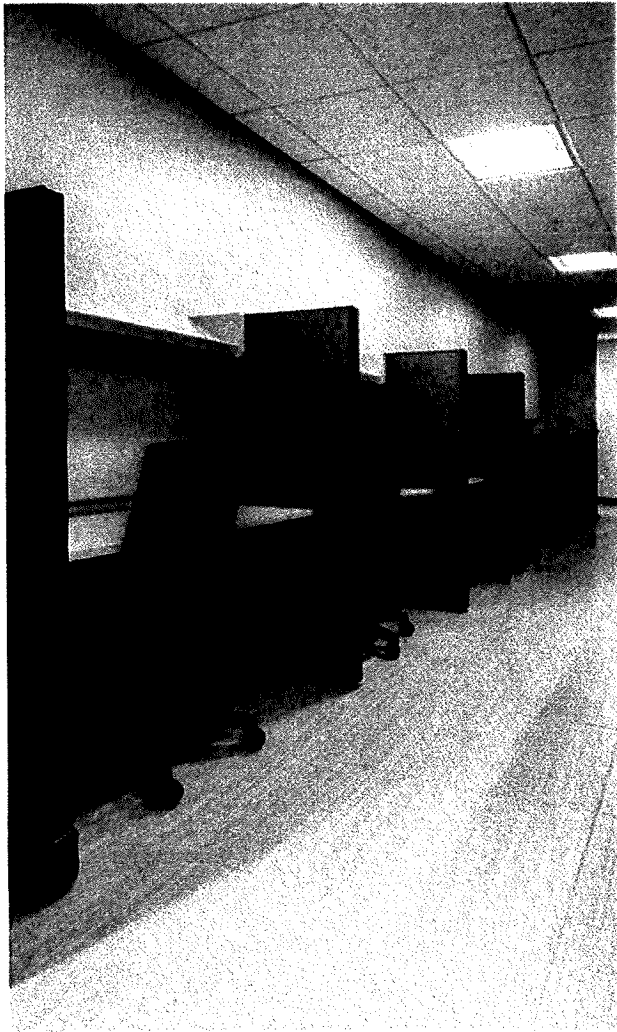
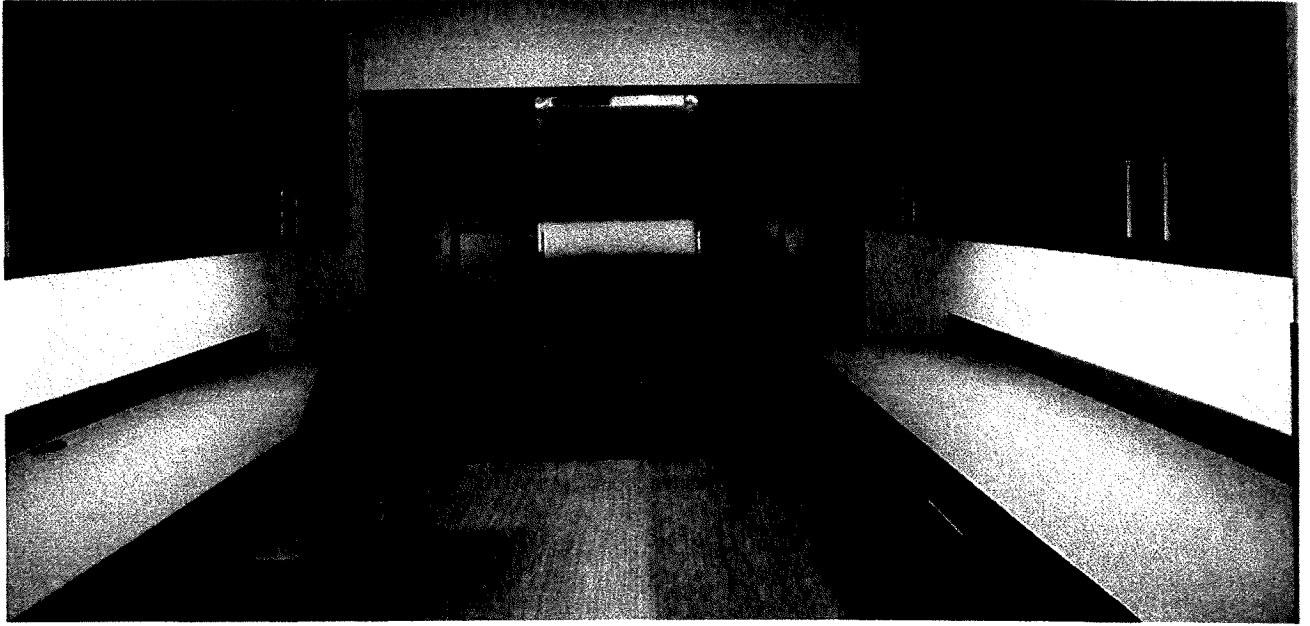
COST
\$5,733,000

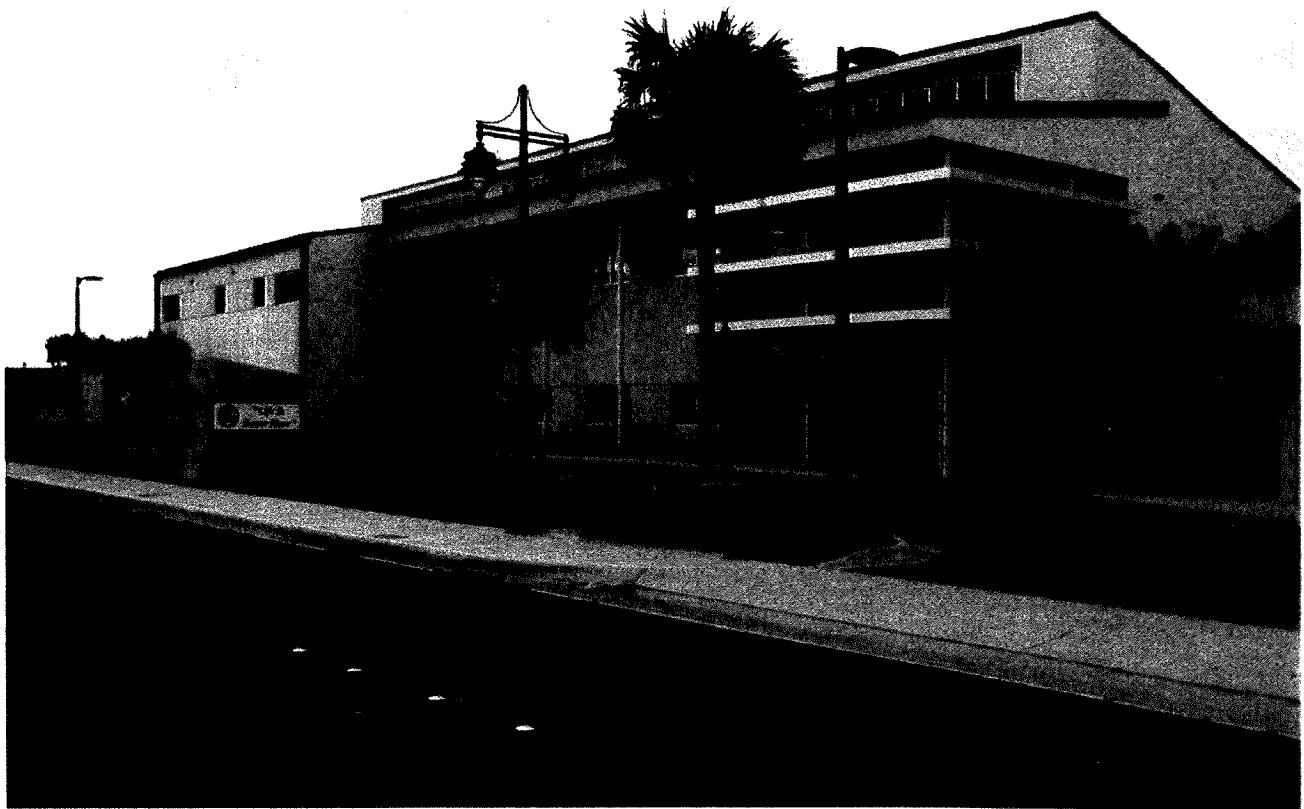
COMPLETION
October 2018 | Addition
Est. February 2019 | Renovation

Cedar Park, Texas

CEDAR PARK POLICE HEADQUARTERS RENOVATION

ADG is providing the City of Cedar Park with a spatial needs assessment, master planning, design, and construction administration assistance for an addition and renovation to their current police headquarters. This project consists of 11,000 SF expansion to the existing police facility for patrol, animal control, neighborhood enforcement team, narcotics and professional standards. The vacated areas in the existing facility are to be renovated for CID and Training. The previously closed holding facility will be converted to evidence areas and the former sally port enclosed to become an evidence vehicular processing room.





CLIENT
FRED HIATT

*Director of
Community Services*
(386) 763-5365

SQ. FT.
52,000 s.f.

REFERENCE QUOTE.

"ADG worked hand in hand with us to make public presentation to inform our citizens and to garner support for our projects. ADG has exceeded our expectations during each phase of the development process. The experience in the design of public facilities has proven to be invaluable."

COST
\$8,767,335

COMPLETION
January 2007

Daytona Beach Shores, Florida **PUBLIC SAFETY FACILITY RENOVATION**

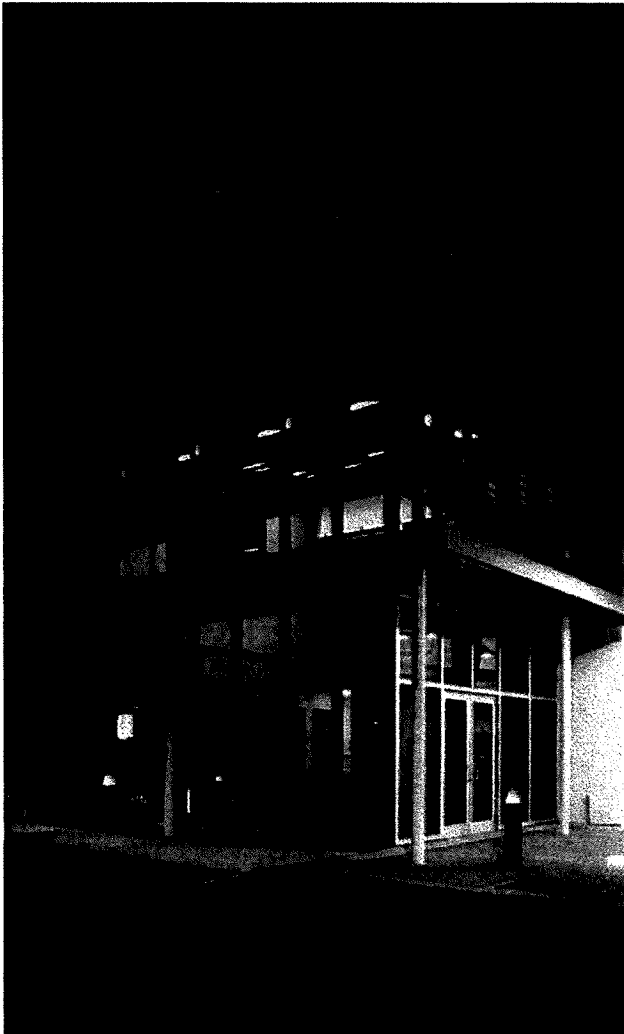
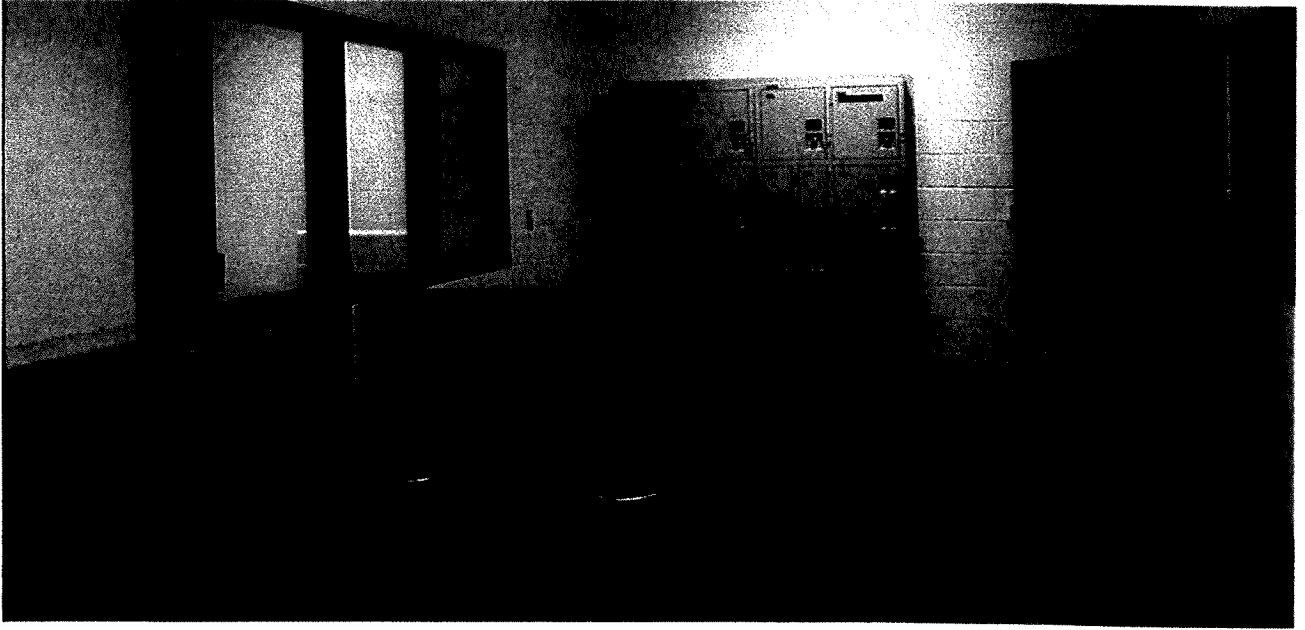
ADG was selected to provide a comprehensive spatial needs assessment, master plan, and design services for the City of Daytona Beach Shores' City Hall, Public Safety Facilities, and Community Services Departments. Upon the completion of this study ADG recommended that the City proceed with a phased approach.

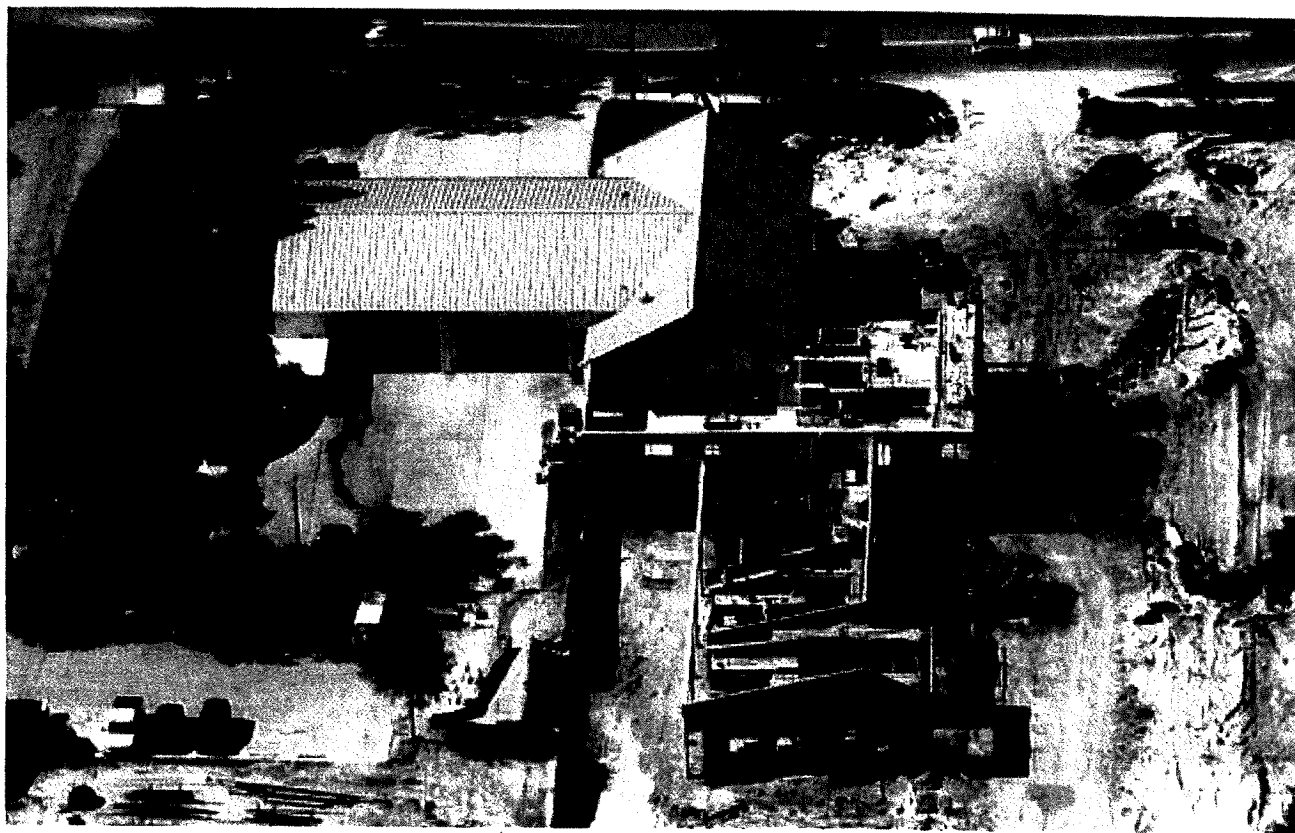
The complex utilized various development options, including the renovation of an existing three story 22,000 SF building for City Hall, the renovation of the existing 12,000 SF police and fire administration building, and a 20,000 SF new building for police and fire rescue operations. With multiple buildings on the campus, ADG created a master plan for the entire municipal site to allow visitors ease of use and created a stronger sense of place for the new community centered Municipal Complex.

The 32,000 SF Public Safety Complex consists of two facilities. The main facility houses the department's records unit, patrol/field services division, booking and intake, investigative services, fire administration, and the administrative offices of the Chief. Located directly off of the public lobby is a large capacity community meeting room which is made available to community groups to host their organizations meetings. The ground level also supports the vehicle sallyport and the fire apparatus bays.

The secondary 12,000 SF facility at the Public Safety Complex is a single story existing structure that was remodeled extensively and now provides the areas for the training classroom, physical agility room, staff locker and shower rooms, as well as the property and evidence storage and processing areas, including a secured vehicle processing bay. A two-bay fleet maintenance component is also provided, as well as a secured impound lot which is discreetly located behind this structure, out of public view.

The fire portion of the complex included fire administration, two apparatus bays, EMS supply and storage, fire marshal office, crew quarters, SCBA room, bunker gear storage, decontamination, kitchen, locker rooms, and a dayroom.





CLIENT
RON RAUTH
 Retired Deputy Chief
 (407) 466-2176

SQ. FT.
 25,083 s.f.

REFERENCE QUOTE.

"We are exceptionally satisfied with their performance and strongly endorse their professionalism and commitment to producing the best possible product. Our members are especially proud that they are headquartered in such a well designed building. Moreover, our entire community has been pleased and supportive of the results. The Architect Design Group would be the first people I would turn to for future projects."

COST
 \$2,996,741

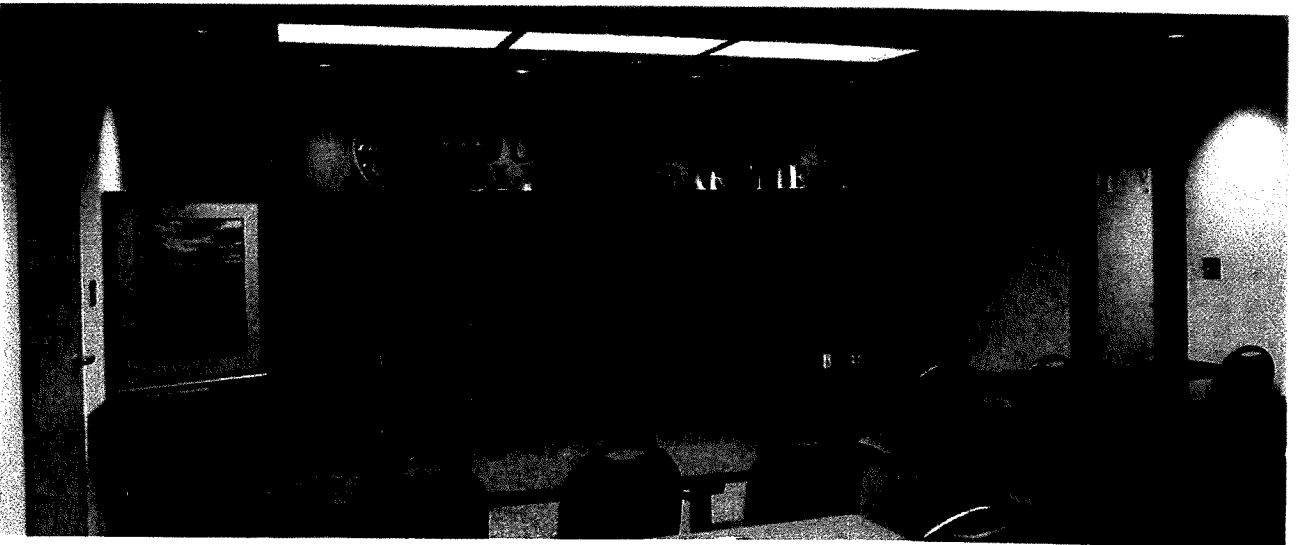
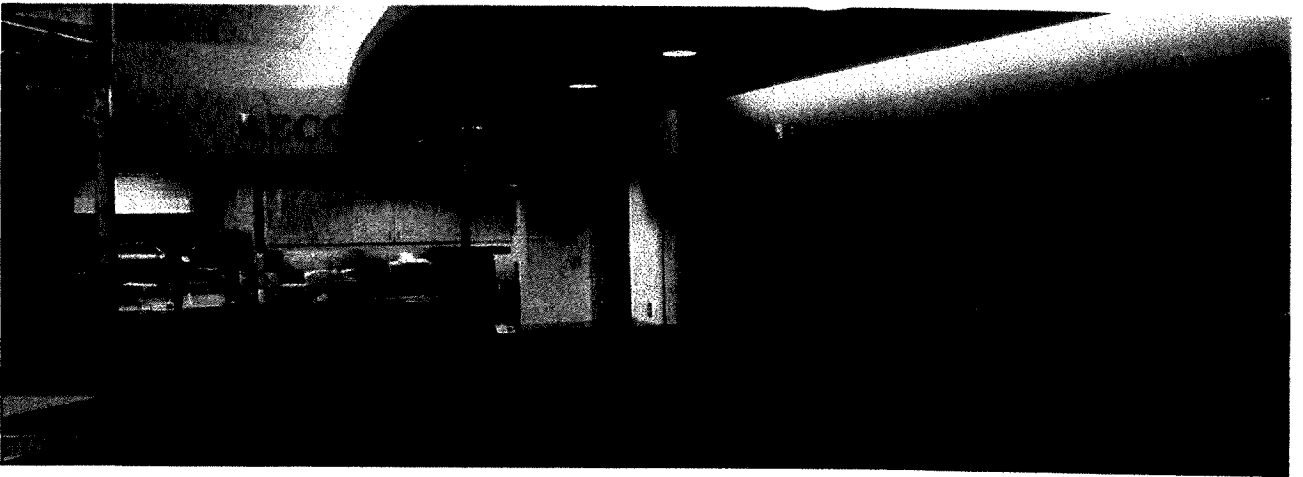
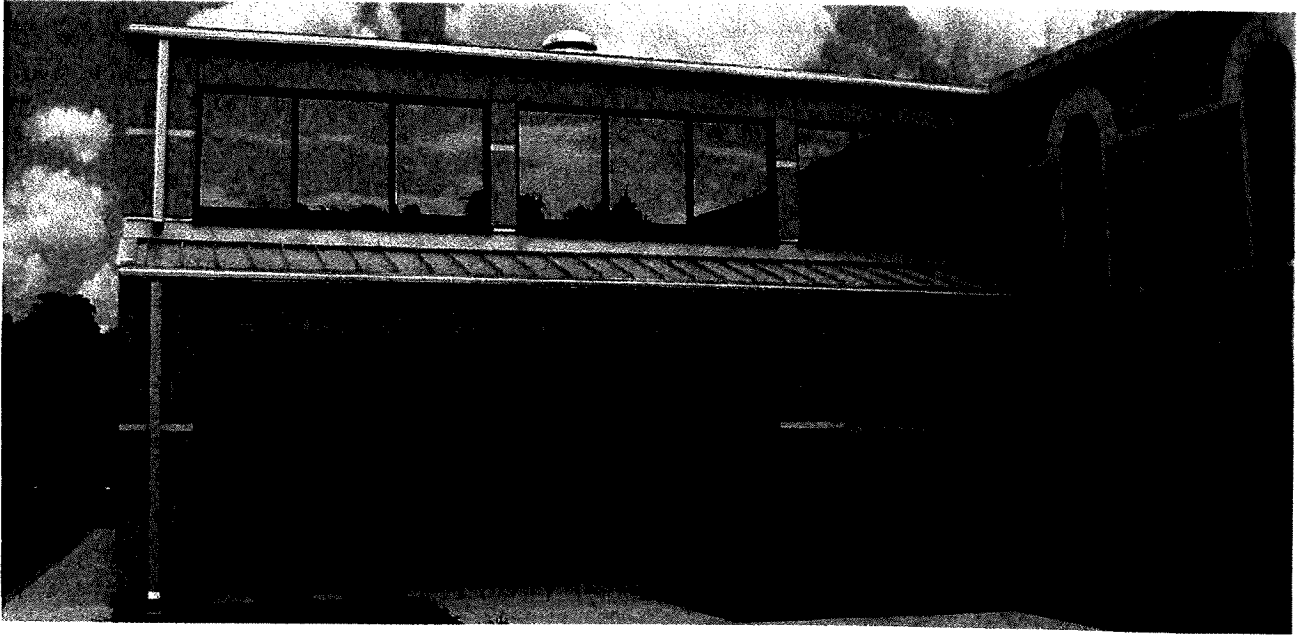
COMPLETION
 December 2005

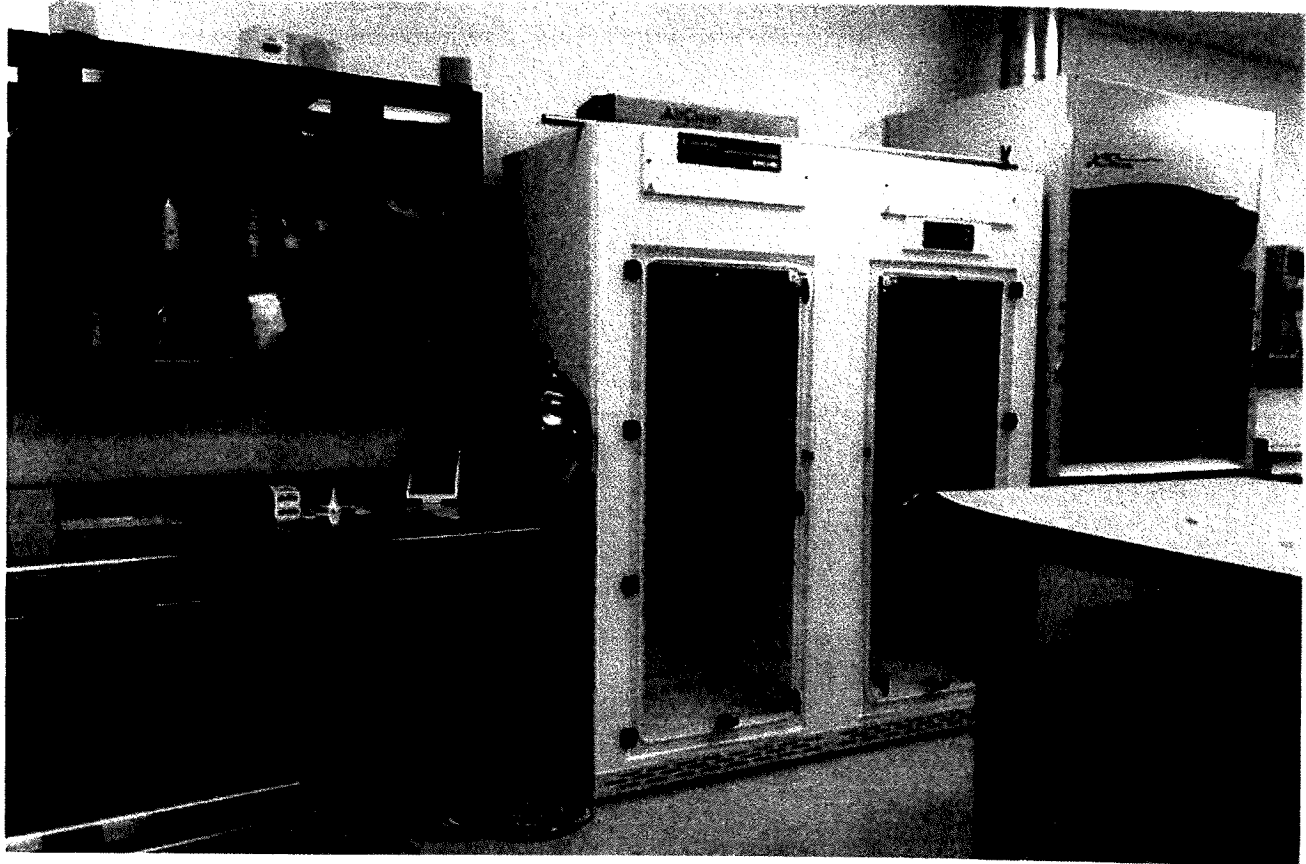
Mount Dora, Florida PUBLIC SAFETY RENOVATION

The expansion and renovation to the existing Mount Dora Public Safety Complex by Architects Design Group provides the Police and Fire Departments with larger, more secure functional areas. This included a larger fire administration area, municipal EOC, a vehicle sally port, booking and intake area, secure interview rooms and a property and evidence storage / processing area. A new dispatch/ communications center with multiple computer monitors, high resolution screens and camera images allows the communications department to efficiently monitor incoming service calls, officer locations and response times. In addition, separate locker facilities, a new break room and physical agility center allows officers adequate space for officer training and patrol preparation.

Among the technological innovations incorporated into the facility is a state-of-the-art security system. However, the need for secure personnel areas is balanced with community friendly spaces including the new, open public lobby which gives residents separate and efficient access to city services and records. ADG's design of the facility also incorporates energy efficiency features that exceed the most stringent energy code requirements, including appropriate lighting, window glazing, and sun shades.

ADG utilized a phased approach to construction. The addition was built first in order to allow Fire Administration to move into the new addition. After the first phase, the existing portion of the building was extensively renovated to create a better work flow for the police department operations. During construction, our team visited the site weekly to monitor that construction was being done in accordance with construction documents. The ADG Team completed the substantial and final completion inspections.





CLIENT
MARTHA ASHER

Support Services Director
(772) 978-6200

SQ. FT.

13,014 s.f. | *Crime Lab Reno*
180,000 s.f. | *Headquarters*
SNA

COST

\$1,714,000

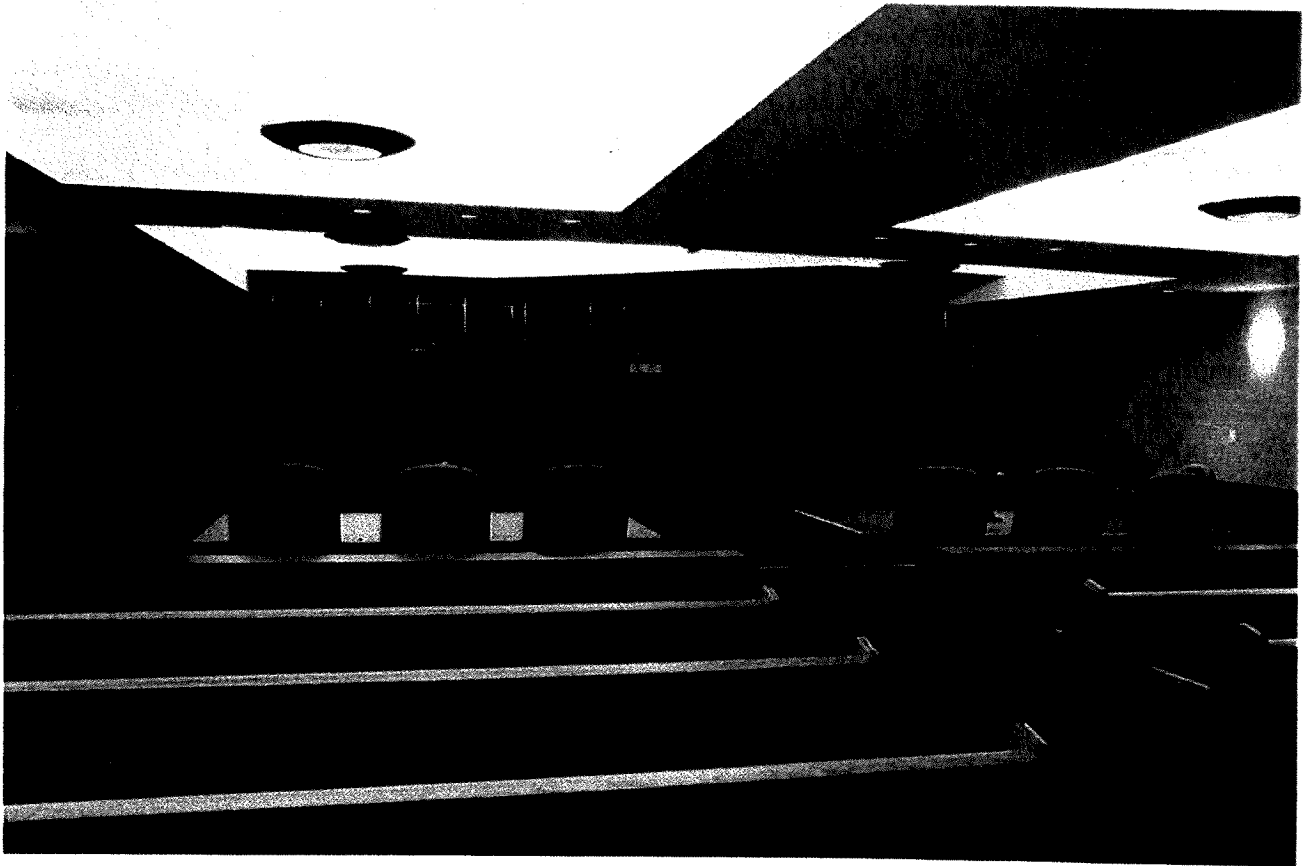
Viera, Florida

INDIAN RIVER COUNTY SHERIFF'S CRIME LAB RENOVATION

Serving as the Specialty Design Consultant, ADG completed the programming, master planning, and design services for the Indian River County Sheriff's Office Crime Scene Building. The 13,014 SF facility occupies an existing manufactured metal warehouse building at the Sheriff's Crime Scene Facility. The building was remodeled for energy efficiency of the structure and security of the occupants and evidence storage.

The building contains a small lobby space, offices, photo and testing labs, vehicle evidence bay, and evidence storage. The public lobby area is secured from the rest of the building. The evidence drop and storage area is secured separately within the building. Architecturally, the building utilizes the existing structural framing and has been clad in new metal siding with insulation.

As a separate project, ADG completed a spatial needs assessment, master planning, development options for the 180,000 SF Indian River County's Sheriff's Headquarters. The facility will include operations for the Sheriff's office, rolling assets storage / fleet, and the firearms training facility. The County is awaiting funding to move forward with the design and construction.



CLIENT
TOM WILLIFORD
 (352) 476-1937

SQ. FT.
 46,000 SF

REFERENCE QUOTE.

"Our mission was to contract an experienced design firm for a major project that would be charged with political and economic challenges. I am happy to say that we made the correct choice."

COST
 \$9,755,290

COMPLETION
 2004

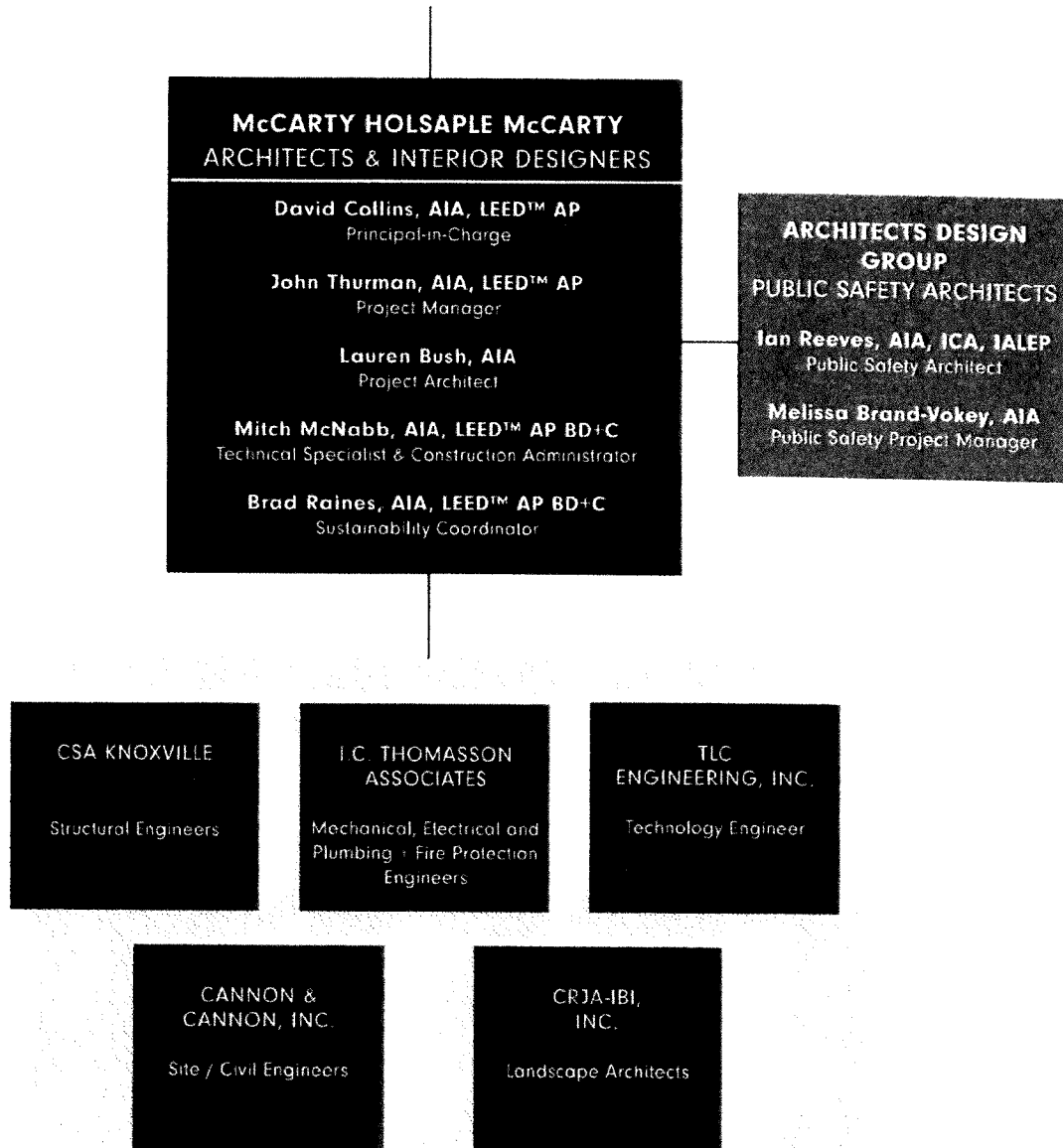
Lecanto, Florida

CITRUS COUNTY COURTHOUSE

The Citrus County Judicial Center consists of a 46,000 SF addition to the existing facility accommodating all judicial functions, the Clerk of the Court, and security areas in the Sheriff's Office. After the completion of the new addition, Architects Design Group designed the improvements to the existing Courthouse in downtown Inverness, which currently houses the primary offices and functions of all County Constitutional Offices, with exception of the office of the Sheriff.

Equal importance was placed on the design of the facility in order to maintain a clear delineation of the separate modes of circulation. The design provides appropriate levels of security and separation for the public, the judiciary and prisoners without conflict or the possibility of inappropriate contact. The facility design is also based, in large part, on a detailed consideration such as Pro Se, which has the potential of increasing access to the judicial system for the general public. Another example is the ability to access public records and accomplish legal filings through the usage, by the public, of interactive computers which are located in public access areas and which do not require direct staff input or supervision..

4.c QUALIFICATIONS OF PERSONNEL





David S. Collins, AIA, LEED™ AP / Principal In Charge

David's role as Principal in Charge of the Public Safety Complex project will be managing efforts of the total design team. He will oversee all design, scheduling, cost estimating and budget disciplines.

David joined McCarty Holsaple McCarty in 2000 as a Vice President and Director. He places his highest priority on delivering exceptional professional architectural services. Prior to joining MHM, Mr. Collins served as City Architect for the City of Knoxville where he was the Mayor's point person on several major downtown Knoxville development projects.

Having spent seven years as a client representative for the City, David understands the expectations clients have of their architect and uses this knowledge to guide his management style.

David's similar project experience includes:

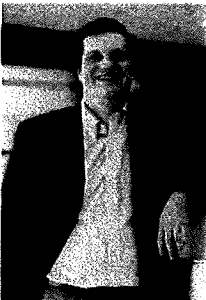
Lenoir City Municipal Building Complex - Lenoir City, TN
 Rockwood Electric Utility - Rockwood, TN
 Rockwood Water Sewer & Gas Administration and Operations Center - Rockwood, TN
 Hallsdale-Powell Utility District Administration and Operations Center - Knoxville, TN
 Lenoir City Utility Board - Lenoir City, TN
 Knoxville Station Transit Center - Knoxville, TN
 HUF Paint Plant Expansion - Greeneville, TN

EDUCATION

Bachelor of Architecture,
 The University of
 Tennessee
 Knoxville, 1979
 Class Valedictorian

REGISTRATIONS

Architect - TN #021144
 LEED™ AP, 2010



John Thurman AIA, LEED™ AP / Project Manager

As Project Manager, John will be responsible for day-to-day communications. He will work closely with the project architect, as well as all consultants, to manage the scope of the project, the project schedule, and delivery of design drawings and specifications.

John joined MHM in 2009 as a Project Architect, and is a Vice President of the firm. He has been integral in the design and management of many types of buildings including commercial office, downtown historical renovations, medical office and multifamily projects.

John is currently the project manager for the Civic Auditorium and Coliseum's approximately \$8.5 million renovation projects. He was also the project manager of the former Baptist Medical Office Building, which included interior and exterior renovations for the Regal Entertainment Group Corporate Headquarters.

John's similar project experience:

Knoxville Civic Auditorium and Coliseum Renovations Phase 1 & 2 - Knoxville, TN
 Regal Entertainment Group Corporate Headquarters Renovations - Knoxville, TN
 Rockwood Electric Utility Company - Rockwood, TN
 Rockwood Water Sewer & Gas Administration and Operations Center - Rockwood, TN
 KUB Tenant Renovations, Miller's Building - Knoxville, TN
 TVA Knoxville Office Complex Studies - Knoxville, TN
 Keurig Green Mountain Office Renovations - Knoxville, TN
 John H. Daniel Building (The Daniel) Renovations - Knoxville, TN
 Tailor Lofts (430 S. Gay Street) Renovations - Knoxville, TN

EDUCATION

Bachelor of Architecture,
 The University of
 Tennessee
 Knoxville, 2004

Polytechnic University of
 Krakow - Poland, 2004

REGISTRATIONS

Architect - TN #0104456
 LEED™ AP, 2009



Lauren Bush, AIA / Project Architect

Lauren will be the Project Architect, coordinating the design team consultants' documents and work closely with MHM's technical specialist to incorporate the drawings with all the specifications for the project.

Lauren joined McCarty Holsaple McCarty in 2016 as a Project Architect. She has 7 years of experience in architectural design and coordination on projects of all scales and types including the renovations for the new KUB Engineering Building, K 25 Museum, and YWCA Knoxville. She is passionate about working with people and helping clients and consultants meet all project goals and expectations. Lauren is an Associate of the firm.

EDUCATION

Bachelor of Architecture,
The University of
Tennessee, Knoxville,
2010

REGISTRATIONS

Architect - TN # 104719

Lauren's similar project experience includes:

KUB Hoskins Campus Engineering Building - Knoxville, TN
K-25 Historic Preservation Museum - Oak Ridge, TN
KUB Tenant Renovations, Miller's Building - Knoxville, TN
YWCA Downtown Knoxville Renovations - Knoxville, TN
Airport Hilton Expansion - Alcoa, TN
NE State Emerging Technology Building - Greeneville, TN



Mitchell McNabb, AIA, LEED™ AP BD+C / Technical Specialist & CA

Mitch will lead the quality control and construction administration. He will also design the technical components of the architectural work including specifications for the project.

Mitch joined MHM in 2008 and is a Senior Associate of the firm. He has over 45 years of experience as a licensed architect. His experience includes all phases of design and construction administration of various types of projects.

Mitch's similar project experience includes:

Knoxville Station Transit Center - Knoxville, TN
Knoxville Convention and Exhibition Center Improvements - Knoxville, TN
Knoxville Civic Auditorium and Coliseum Renovations Phase 1 & 2 - Knoxville, TN
Lenoir City Municipal Building - Lenoir City, TN
Keurig Green Mountain - Knoxville, TN
TVA Cybersecurity EIS&P - Chattanooga, TN
TVA Bellefonte Nuclear Plant - Hollywood, AL
TVA Watts Bar Nuclear Plant - Spring City, TN
The Tennessean - Knoxville, TN

EDUCATION

Bachelor of Architecture,
The University of
Tennessee Knoxville, 1973

REGISTRATIONS

Architecture:
Tennessee #001102314



Bradford Raines, AIA, LEED™ AP BD+C / Sustainability Coordinator

In 2014, Brad joined McCarty Holsaple McCarty as a Project Architect. He is also MHM's Sustainable / LEED™ Coordinator. Prior to joining MHM, he worked as an Architect with Elizabeth Eason Architecture, LLC.

Brad's experience include historical renovations and commercial office buildings, educational, municipal, and multi-family projects. He is an Associate of the firm.

Brad's similar project experience includes:

Rockwood Electric Utility - Rockwood, TN

Rockwood Utility LEED & Commissioning - Rockwood, TN

Rockwood Water Sewer & Gas Administration and Operations Center - Rockwood, TN

KUB Tenant Renovations, Miller's Building - Knoxville, TN

TVA Chickamauga Service Center Renovations - Chattanooga, TN

L.I. Ross Building Renovations Phase I & II- Knoxville, TN

The Tennessean- Knoxville, TN

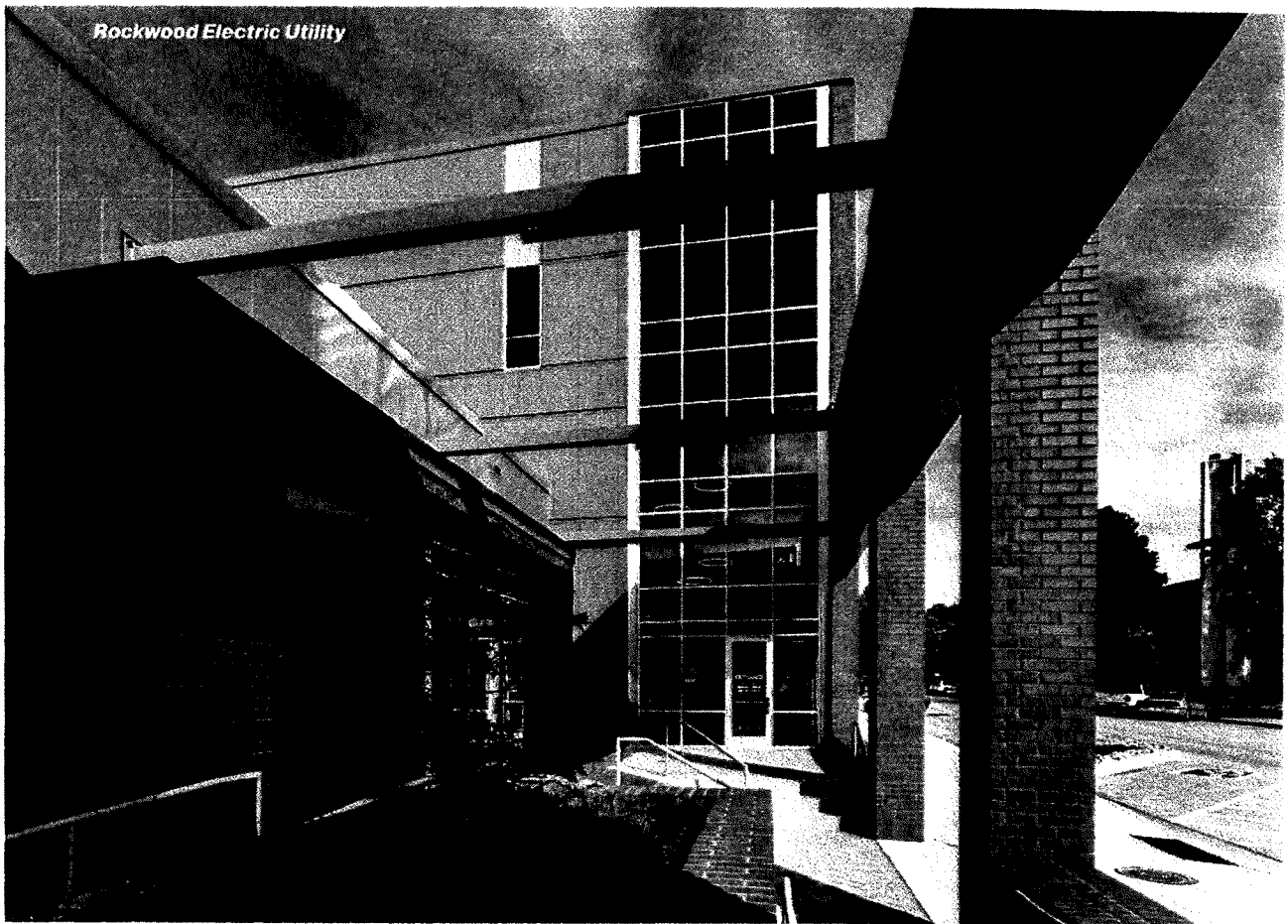
John H. Daniel Building Renovations Phase I & II - Knoxville, TN

EDUCATION

Bachelor of Architecture,
The University of
Tennessee
Knoxville, 2007

REGISTRATIONS

Architect - TN #104280
LEED™ AP, 2008





EDUCATION

Master of Architecture,
University of Florida

REGISTRATIONS

Architecture:
AL, CO, FL, GA, LA, IL, IN,
MA, MO, NJ, NY, OH, OK,
RI, SC, TN, TX, UT, VA, WI

Ian Reeves, AIA, ICA, IALEP / Public Safety Architect

Ian Reeves, AIA, ICA, IALEP is President of ADG and has been with the firm for 26 years. He has committed his entire career to the planning and design of numerous law enforcement, fire-rescue, municipal courts, and public safety facilities. He participates in all phases of architecture providing oversight for programming, design, and construction administration. He is an expert in both CPTED and CALEA Design Standards and has assisted many public safety departments in obtaining this important accreditation through facility design.

Ian will serve as the Public Safety Design Architect. Utilizing his years of experience with the design of public safety facilities, Ian will work with MHM in the design of the renovation. He will also monitor the impact of daily planning and design decisions to maintain the schedule and budget. He will be involved throughout the entire project and will lead in implementing the project's scope and goals. Additionally, Mr. Reeves works very closely with the client ensuring that the "Participatory Design Process" that ADG utilizes results in a product that exemplifies design excellence while exceeding all program requirements. He has served in this same role on many large-scale public safety projects, for both new and renovated / adaptive re-used facilities.

Mr. Reeves also leads ADG's grant writing services by helping clients with effectively utilizing grant resources and efficiently obtaining funding for their projects. He has been successful in helping our clients receive millions of dollars in funding, through local, state, and federal grants, FEMA Hazardous Mitigation Grant Program (HMGP), bond issues, and other innovative methodologies including \$1,001,305 in federal funding for the Sanford Public Safety Facility among many others.

Over 8 million square feet of programmed / designed public safety space, Ian's sample project experience includes:

Belton Police & Courts Renovation	Sunrise Public Safety Complex
Daytona Beach Public Safety Renovation	Johnston Public Safety Facility
Boca Raton Public Safety Facilities Renovation	Sarasota Police Headquarters
Lynchburg Police & Courts Facility Pre-Design	Cape Coral Police Headquarters
Cedar Park Police Renovation	Orlando Police Headquarters
Alpharetta Public Safety Facility Renovation	Clermont Police Headquarters
Wylie Public Safety Facility Renovation	Cobb County Police Headquarters
Marion County Judicial Complex	Manchester Police Headquarters
Citrus County Judicial Facility	Dover Police Headquarters
Alachua County Judicial Complex	Sanford Public Safety Facility
Georgetown Public Safety Complex	Winter Park Public Safety Facility
Fort Lauderdale Police Department Pre-Design	Cedar Falls Public Safety Facility
Frankfort Public Safety Complex	Waukegan Public Safety Facility



Melissa Brand-Vokey, AIA / Public Safety Project Manager

Melissa Brand-Vokey is a licensed architect in Texas and has over 27 years of experience in the planning and design of all municipal building types, including municipal courts, law enforcement, and fire-rescue facilities.

Melissa's ability to listen to the client's needs and desires, and translate these into spaces and budgets in a timely manner, has made her an invaluable resource to municipalities across the Country. Her unique talent is an ability to translate each county's history and demographics, as well as projected growth and staffing into an understandable and usable design.

Melissa will work with MHM to coordinate all project activities including adherence to schedule and budget requirements. Her experience managing large-scale public safety facilities, both new and renovated, makes her a valuable asset to the team.

EDUCATION

Bachelor of Architecture,
University of Texas at
Austin

REGISTRATIONS

Architecture:
Texas

Melissa's sample project experience includes:

Kingsport, TN Police & Courts Renovation

Lynchburg Police & Courts Facility Pre-Design

Cedar Park Police Renovation

Baytown Police Headquarters

Belton Public Safety Facility

Cedar Park Police Headquarters

Wylie Public Safety Facility Renovation

Rochester Police Facility Re-Organization

Alpharetta Public Safety Facility Renovation

DeSoto Police Training Facility

Huntsville Public Safety Facility

Mansfield Public Safety Facility

New Braunfels Police Headquarters

Huntsville Public Safety Facilities

DeSoto Fire Station

DeSoto Civic Center

DeSoto Convention Center

Waco Police Headquarters Renovation*

Plano Police, Jail, and Courts Renovation*

Edinburg Police and Courts Facility*

Mesquite City Hall, Police, and Courts Facility*

Bedford Police and Courts Facility*

Carrollton Police, Jail, and Courts Facility*

Branch Police, Jail, and Courts Facility*

Colleyville Police, Courts, and City Hall Facility*

* denotes projects done prior to ADG.



Orlando Police Headquarters

CSA Knoxville

STRUCTURAL ENGINEER

CSA Knoxville is a full service structural consulting firm dedicated to outstanding customer service, innovative structural design, and cutting-edge technology. CSA is located in downtown Knoxville and is currently licensed in 17 states with the ability to become licensed nationwide as required. CSA has been providing comprehensive structural engineering services to clients nationwide since 2009. They have over 10 years of experience using 3D Building Information Modeling software and have implemented the use of Revit Structures on 100% of our projects. Their courteous and professional design staff consists of licensed structural engineers, engineering interns, and structural technicians with over 50 years of collective experience.

CSA provides innovative and efficient structural engineering solutions for architectural projects of all sizes. Their corporate philosophy is built upon providing outstanding customer service and developing and maintaining excellent client relationships. No matter the project size, they strive to provide the most efficient structural design while staying within project budgets, code constraints, and project deadlines.

CSA's Project Experience:

Rockwood Electric – Rockwood, TN

Facility consists of a 3 story 20,000 square foot office building. Measures were taken to match the existing historical façade while incorporating modern office building systems. CSA provided supplementary construction administration and inspection services during the construction process.

Old Knoxville Courthouse - Knoxville, TN

CSA reviewed and analyzed the existing brick, steel, and timber structure on the northern and eastern sides to determine what actions were needed to save the brick arches and ensure structural stability. Structural repair details and sections were provided to remove, re-install, and replace structural elements as required to ensure long term durability of the existing exterior walls.

Tombras Corporate Headquarters (Old KUB Building) – Knoxville, TN

Structural analysis, review, and renovation of three buildings on the 600 block of Gay Street. Three separate historic buildings have been combined to serve as the new corporate headquarters for The Tombras Group. The buildings were reviewed, analyzed, repaired and strengthened as required to accommodate the new usage of the space. A full report and construction documents have been provided.

16 Emory Place- Knoxville, TN

Consisted of the full renovation of the upper 3 levels of 4-story 17,500 square foot brick and timber structure in Old North Knoxville. The renovation included the addition of a new mezzanine level above the third floor and a new enclosed sun-room on the roof with an elevated roof balcony. The existing structure was reviewed, analyzed, upgraded, and modified as required to accommodate new retail space on the 1st floor, new office space on the 2nd floor, and the new residential space on the 3rd floor.

Old Knoxville High School – Knoxville, TN

Structural analysis, review, and renovation of the old high school located on 5th Avenue in Downtown Knoxville. CSA has consulted with the project design team to provide spot repairs, new elevator shafts, and new roof enclosures throughout the complex so that it can be converted into an assisted living facility.

Old South High School – Knoxville, TN

Structural analysis, review, and renovation of the old high school located in South Knoxville. CSA provided a structural review, analysis, and construction documents as required to renovate, repair, strengthen, and upgrade the existing high school and turn it into an assisted living facility.

One Market Square / Oliver Hotel – Knoxville, TN

Structural analysis and renovation of a 136-year-old bakery building in Knoxville, TN. A structural assessment and report were provided documenting the structural systems, their condition, and any repairs deemed necessary. Upon completion of the repairs, the Oliver Hotel moved in and completely renovated the structure to create a boutique hotel.

800 South Gay Street, Suite 1625 • Knoxville, TN 37929
865-529-9920 • www.csostructures.com



Robert A. Haines, PE, SE / Principal Structural Engineer

Before becoming president of CSA Knoxville in December 2017, Bobby served as the Knoxville Branch Manager for Chad Stewart & Associates for 9 years. He is experienced in the design of buildings composed of structural steel, light gage metal, aluminum, concrete, masonry, wood, glass, and heavy timber.

EDUCATION

MSCE, Georgia Institute of Technology, 2005

BSCE, University of Tennessee, 2003

REGISTRATIONS

Professional Engineer in the States of: TN, NC, IL, NJ, WY, LA, UT, OH, MI, FL, MO, KY, NY, PA

Bobby is also experienced in the analysis, assessment, and investigation of existing structures and has extensive experience with structural renovations, rehabilitations, and repairs. He has based designs on the International (IBC), Standard (SBC), Florida (FBC), and North Carolina Building (NCSBC) codes.

Bobby's similar projects include:

Rockwood Electric Office Building, Rockwood, TN
Farragut Hotel, Knoxville, TN
Regas Condominiums, Knoxville, TN
The Tombras Building, Knoxville, TN
John H. Daniel, Knoxville, TN
One Market Square, Knoxville, TN
South High School, Knoxville, TN

AFFILIATIONS:

American Concrete Institute (ACI)	American Society of Civil Engineers (ASCE)
American Institute of Steel Construction (AISC)	Structural Engineering Institute (SEI)



Casey Brown, PE, SE / Structural Engineer

Casey joined CSA in 2017 after spending the previous 4 years with a structural engineering firm in Chattanooga, Tennessee as an engineering intern. He has worked on a broad spectrum of project types. His experience includes design of buildings composed of structural-steel, masonry, concrete, wood, and light gauge metal.

EDUCATION

MSCE, University of Tennessee 2013

BSCE, University of Tennessee, 2012

REGISTRATIONS

Professional Engineer in the States of: TN, KY, GA

Casey's similar projects include:

Tyson Jennings Office, Knoxville, TN
Retail Center, Maryville, TN
Jarvis Vision Center, Murray, KY
ORNL Office Building 6030, Oak Ridge, TN
ACWA Distribution Center, Knoxville, TN

AFFILIATIONS:

Structural Engineering Institute (SEI)
Tennessee Structural Engineers Association (TESEA)

I.C. Thomasson Associates, Inc.

MECHANICAL, ELECTRICAL, PLUMBING & FIRE PROTECTION ENGINEERS

I. C. Thomasson Associates (ICT) brings clients visions to reality by providing innovative designs. ICT pro-actively pursues partnerships with architects, contractors and owners for alternative project delivery methods to be the MEP and IT engineer of choice.

Founded in 1942, ICT is an employee-owned, multidisciplinary engineering consulting firm providing expertise in mechanical, electrical controls, plumbing, fire protection, information technology, energy efficiency and environmental services. ICT has grown to a staff of over 200 personnel including 69 Professional Engineers, 12 LEED® accredited professionals, three registered communication distribution designers, CAD technicians, and administrative personnel.

ICT's primary obligation is to the client and to the job with which we are entrusted. The company has a continuing commitment to provide price competitive, innovative, timely, and quality engineering services for a diverse range of project types. ICT is licensed to provide professional engineering services in all 50 States. ICT is able to offer the production capacity of a large MEP firm while still providing small company, client-based personal attention and interaction. This is accomplished with ICT's client team-based approach which allows for consistency in client interface without sacrificing technical expertise.

FIRM RENOVATION EXPERIENCE:

St. Mary's / Tennova / Physicians Regional Medical Center Campus projects:

HMA Physicians Regional Medical Center, Facility Evaluation
Physicians Regional Medical Center Certificate of Need Utility Package
Physicians Regional Medical Center Certificate of Need Development Package
Physicians Regional Medical Center ASC Due Diligence
Physicians Regional Medical Center Oak Hill Campus Emergency Department Renovation
Physicians Regional Medical Center, Schematic Design, 550,000 SF Replacement Facility

Projects with Volkert:

TDOT Tunnel Inspections - Memphis Airport
TDOT Tunnel Inspections - Nashville Airport
TVA CUF Intake Bridge Inspection, Cumberland City, TN
TVA Underwater Bridge Inspections, Beletonte Road, KY

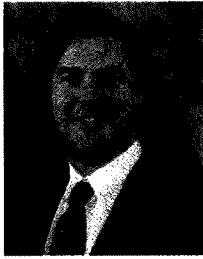
Projects with Architects Design Group:

Spring Hill Police Department, Spring Hill, TN
Williamson County Public Safety Center, Franklin, TN

Projects with McCarty Holsaple McCarty :

Knoxville Civic Auditorium & Coliseum, Knoxville, TN
ORNL Research Projects Support Center, Fire Station, Oak Ridge, TN
ORNL Craft Resource Support Facility, Oak Ridge, TN
ORNL Emergency Operations Center Feasibility Study, Oak Ridge, TN
TVA Architectural and Engineering Services, Knoxville, TN
TVA Fort Patrick Henry, Visitor Center Upgrades, Kingsport, TN
TVA Knoxville Office Complex, Site and Exteriors, Knoxville, TN
Alcoa Office Renovation, Riverview Towers, Knoxville, TN
Computer Technology Imaging, Executive Offices and Compressed Air Piping, Knoxville, TN
Eastman Companies, Office / Warehouse Addition, Batesville, AR
Knox Area Rescue Mission Renovation, Knoxville, TN
Knoxville Convention Center, Knoxville, TN
McGhee Tyson Airport, Lower Level Expansion, Knoxville, TN
UNUM Provident Headquarters Expansion and Parking Garage, Chattanooga, TN

1114 Clinch Ave #200 • Knoxville, TN 37916
865-525-5488 • <http://www.icthomasson.com/>



Phillip Sutherland, PE / Project Manager, Electrical Engineer

Phillip has extensive experience in the design of public sector and institutional facilities, including lighting, building electrical service, electrical power distribution, communications and alarm systems, and emergency power systems.

Phillip takes pride in delivering efficient building systems and continually pushing the envelope with the latest advancements in electrical building systems.

EDUCATION

BS, Electrical
Engineering, The
University of Tennessee,
2009

REGISTRATIONS

Professional Engineer, TN

Phillip's similar projects include:

Criminal Justice Center, Nashville, TN
Montgomery County Courts Center, Phase II, Clarksville, TN
Spring Hill Police Department, Spring Hill, TN
Missile Defense Agency, Von Braun IV Office Building, Redstone Arsenal, AL
Fire Hall No. 2, Portland, TN
Special Operations Command South (SOC SOUTH)
Headquarters, Homestead Air Reserve Base, FL
NASA Building 4220, Marshall Space Flight Center, AL

AFFILIATIONS:

Member, Institute of Electrical and Electronics Engineers
NAIOP 2009 – 2011, ACE Mentor Program



Knoxville Station Transit Center



Kenneth Blalock, PE / Senior Electrical Engineer

Ken has experience in the electrical design of public sector and institutional facilities with an emphasis on electrical power distribution systems, emergency power distribution systems, lighting and power systems, communication, and alarm systems. He has served as the lead electrical engineer on several projects and is skilled as both a design engineer and manager.

Ken's similar projects include:

Criminal Justice Center, Nashville, TN
Knoxville Central Station Transit Center, Knoxville, TN
Oak Ridge Municipal Building, Lighting Upgrades, Oak Ridge, TN
Knoxville Civic Auditorium & Coliseum, Knoxville, TN
Oak Ridge National Laboratory, Office Building 6030, Oak Ridge, TN
Morgan County Correctional Complex, Wartburg, TN

EDUCATION

BS, Electrical
Engineering, Tennessee
Technological University,
1997

REGISTRATIONS

Professional Engineer, TN

AFFILIATIONS:

National Fire Protection Association



Stephen T. Estep, PE / Electrical Engineer

Stephen is an electrical engineer with experience in the design of public sector and institutional facilities, with an emphasis on electrical power distribution systems, emergency power distribution systems, lighting systems, communication, and alarm systems. He has extensive experience working with Architects and suppliers to provide a coordinated set of construction documents.

Stephen has served as the lead designer on several projects and is a skilled engineer.

Stephen's similar projects include:

Criminal Justice Center, Nashville, TN
Oak Ridge Municipal Building, Lighting Upgrades, Oak Ridge, TN
Knoxville Transit Center, Knoxville, TN
Knoxville Civic Coliseum, Knoxville, TN
Oak Ridge National Laboratory, Office Building 6030, Oak Ridge, TN

EDUCATION

BS, Electrical
Engineering, The
University of Tennessee,
2014

REGISTRATIONS

Professional Engineer in
the States of: TN, KY



Paul M. McCown, PE, CEM, CxA, LEED™ AP / Sr. Mechanical Engineer

Paul has extensive experience in sustainable design and construction practices, specifically concerning application of the LEED Green Building Rating System. He is well versed in HVAC design and control. He has vast experience in energy conservation analysis concerning energy management and system efficiency. His experience includes facilities commissioning for new construction and existing buildings. His key skills include business development, project management, LEED consulting, energy modeling, mechanical design, energy calculations, and commissioning.

EDUCATION

BS, Mechanical Engineering, The University of Tennessee, 1999

MS, Mechanical Engineering, The University of Tennessee, 2002

REGISTRATIONS

Professional Engineer in the States of: TN

Paul's similar projects include:

ORNL Research Operations Support Center (ROSC) Fire Station
Meharry Medical College New Campus Center, Nashville, TN
Metro Nashville Fire Station 35, Nashville, TN - LEED Silver
City of Brentwood Energy Audit – Multiple Municipal Buildings, Brentwood, TN
Brentwood Library Renovation, Brentwood, TN

AFFILIATIONS:

U.S. Green Building Council



Bennie Pandorf, Jr., PE, LEED™ AP BD+C / Sr. Mechanical Engineer

As Senior Mechanical Engineer for the project, Bennie will be responsible for the overall design of the mechanical and plumbing systems including establishing the base mechanical platform, and ensuring the design meets sustainable and code objectives. With extensive experience in energy modeling, Bennie will be involved from the beginning of the project to establish the baseline and proposed energy model to assist the design team in making value added decisions with regards to building envelope, mechanical systems and electrical systems. This will assist the Owner in their evaluation of building system types based on system life cycle cost (LCC) comparisons.

EDUCATION

BS, Mechanical Engineering, University of South Florida, 1989

Master Degree, Business Administration, University of Tampa, 1994

REGISTRATIONS

Professional Engineer in the States of: TN, FL, KY, LA, MO, NC, NV, OK

Casey's similar projects include:

Criminal Justice Center, Nashville, TN
General Services Administration, Federal Courthouse, Jackson, TN
US Department of Justice, Federal Bureau of Prisons, United States Penitentiary, Maximum Security Prison, Yazoo City, MS
Williamson County Public Safety Center, Franklin, TN
Whites Creek Operations Control Center Renovations, Nashville, TN
Consolidated Communications Facility (COCOM or CCF), MacDill AFB, FL

AFFILIATIONS:

U.S. Green Building Council
American Society of Heating, Refrigerating and Air-Conditioning Engineers

TLC Engineering for Architects

TECHNOLOGY ENGINEER

TLC Engineering for Architecture, Inc. provides exceptional high-performance engineering design, consulting and energy services. Founded in 1955 and consistently ranked among the largest technology, MEP and structural engineering firms in the country, TLC is an industry leader with expertise on a wide array of building types. Among the firm's accolades, TLC was selected by ENR SE as the 2016 Design Firm of Year. TLC's combination of extensive experience and expertise is applied to engineer high-performance, complex projects around the world. Headquartered in Orlando, Florida, TLC has offices in Nashville, Tennessee; Atlanta, Georgia; New Orleans, Louisiana; Dallas, Texas and Philadelphia, Pennsylvania, along with eight offices across Florida. The team of 380+ professionals and security specialists include 100 PEs, 85 LEED Accredited Professionals and 30 ACG Registered Commissioning Authorities, along with security, technology and control systems design professionals, energy management professionals, building energy modeling professionals.

Using the latest software and tools, TLC's RCDD-credentialed staff produces cutting-edge designs that support unique project requirements. Rapidly evolving technology demands that designs are crafted for flexibility, growth and change. Specialized applications include integrated security, audio/visual presentation, voice/video/data distribution, public address/sound, acoustical analysis, intercom, closed circuit television, broadband distribution and video telepresence.

TLC's Public Safety & Renovation Experience Completed with Architects Design Group (ADG):

- *Belton Public Safety Facility Renovation*
- *Boca Raton Police Services Facilities Renovation*
- *Boynton Beach Fire and Police Facility*
- *Bradford County Public Safety Facility*
- *Brunswick Police Department*
- *Cape Coral Police Headquarters*
- *Cape Coral Fire Stations No. 1, 2, and 9*
- *Clermont Police Department Headquarters*
- *Cocoa Beach Public Safety Complex*
- *Cocoa Beach Fire Station No. 51*
- *Cocoa Fire Headquarters and Station No. 1, 2, 3*
- *DeSoto Police Training Facility*
- *Florosa Fire Station No. 5*
- *Ft. Myers Fire Station No. 1 and Administration*
- *Ft. Lauderdale Police Facility Study*
- *Gainesville Police Facility Renovation*
- *Gainesville Police Department Training Facility*
- *Georgetown Public Safety Operations and Training Complex*
- *Grand Prairie / Irving Public Safety Training Facility*
- *Greene County Public Safety Coordination Center*
- *Highlands County Sheriff's Law Enforcement*
- *Highlands County Sheriff Detention Center Reconfiguration*
- *Hillsborough Public Safety Operations Facility*
- *Huntsville Fire and Police Facility*
- *Indian River County Sheriff's Office Renovation*
- *Lowell Police Headquarters*
- *Martin County Public Safety Facility*
- *Ocoee Police Facility*
- *Orange County Sheriff Sector II*
- *Orlando Police Department Headquarters*
- *Orlando Police Crime Lab Renovation*
- *Owensboro Police Facility*
- *Pinellas Park Police Facility*
- *Polk County Sheriff District Command Center*
- *Port St. Lucie Police and EOC*
- *Riviera Beach Public Safety Renovation*
- *Rockledge Police Department*
- *Sarasota Police Facility*
- *Sarasota County Public Safety Center*
- *St. Charles County Evidence Facility*
- *Sunrise Public Safety and Training Complex*

TLC's Public Safety & Renovation Experience in the State of Tennessee:

- *Alamo Readiness Center Commissioning Design, Alamo, TN*
- *Franklin Police Headquarters, Franklin, TN*
- *Spring Hill Police Department Study, Spring Hill, TN*
- *Montgomery County Ems AS #01, Clarksville, TN*
- *Putnam County Public Complex, Cookeville, TN*
- *Spring Hill Police Department Study, Spring Hill, TN*
- *TBI Crime Lab Consolidated Facility Cx, Jackson, TN*
- *Tennessee Fire Training Academy New Conference Center, Bell Buckle, TN*
- *Tennessee Highway Patrol District Headquarters Cx, Jackson, TN*

12 Cadillac Drive, Suite 150 • Brentwood, TN 37027 | 255 South Orange Avenue, Suite 1600 • Orlando, FL 32801
407-841-9050 • www.tlc-engineers.com

**EDUCATION**

BSEE, University of South
Florida, 2006

REGISTRATIONS

Certified Technology
Specialist (CTS)

Marwan F. Rashid, CTS / Senior Technology Engineer

Marwan is well-versed in all phases of technology systems design and engineering including security, communications, fire alarm, networking, and audio/visual systems. He works closely with the design team and client to provide the best technology solutions with reliable systems and maintaining the project budget. The pre-design phase of the project is one of the most critical parts of the security and technology design process. During this phase, Marwan will ensure the client is provided with the "right-sized" systems, to help prevent operational and security vulnerabilities. The design will protect the city's personnel and assets by means of logical security measures, protection of infrastructure, and strategic control of traffic both vehicular and pedestrian traffic. He will also deploy CPTED (Crime Prevention through Environmental Design), as well as active electronic security to ensure the facility and it's personnel are protected against any possible threat. TLC has worked on over 55 public safety projects with ADG.

Marwan's similar projects include:

City of Orlando Police Department Headquarters, Orlando, FL
City of Dover Police Department Headquarters, Dover, NH
City of Miramar Police Department Headquarters, Miramar, FL
Georgetown Public Safety Operations & Training Center, Georgetown, TX
Main Courthouse Security Renewal & Replacement – West Palm Beach, FL

AFFILIATIONS:

Audiovisual and Integrated Experience Association, Member (AVIXA)
Building Industry Consulting Service International, Member (BICSI)

**EDUCATION**

BSA, University of
Tennessee, 1994

Ted Hood / Senior Technology Project Manager

Ted joined TLC with 18+ years of expertise in planning and integrating IT / communications systems and low voltage infrastructure into the built environment. After beginning his career in design and construction administration, gaining first-hand knowledge of the technology integration challenges impacting complex designs. Ted has excelled in bringing together the myriad of technologies and interoperability required in complex facilities, from small remodels to major new facilities of more than a million square feet. He frequently speaks at industry conferences and has published numerous articles.

Ted's similar projects include:

Spring Hill Police Department Study, Spring Hill, TN
St. Louis County Police Precincts 1 Prototype and Precinct 3 Expansion, St. Louis, MO
Leander Fire Station No. 5 and Medical Office Building, Leander, TX
Wayne Memorial Hospital Surgery Addition, Jesup, GA
Hamilton Medical Center Technology Equipment Planning, Dalton, GA

AFFILIATIONS:

AIA Continuing Education Systems Provider
Building Industry Consulting Service International, Member (BICSI)
Healthcare Information and Management Systems Society, Member (HIMSS)

Cannon & Cannon, Inc.

SITE / CIVIL ENGINEER

CANNON & CANNON, INC. (CCI) is a service-focused consulting firm offering a wide range of public works related engineering and surveying services. The firm employs a diverse group of registered professional engineers with specific expertise in areas such as site/community enhancement, storm-water, alternative transportation/pedestrian trails and greenways, water/sewer, traffic/transportation and general civil engineering.

Working alongside the field survey group, CCI offers a complete professional service package for public works/infrastructure design projects. For over 22 years, their mission is "Enhancing Community Life by Design." They do this by providing quality solutions through a thoughtful, practical and inspired application of professional engineering and consulting services. Over the course of CCI's history they have developed an Owner's Perspective to a project approach. This perspective is enhanced by numerous "former owners" that are now in leading roles at CCI. Project decisions are based on the Owner's challenges, needs and goals.

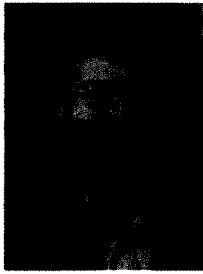
Cannon & Cannon's Public / Civic Experience:

For 23 years, CCI has performed design and engineering services for local, state and federal government on projects in Tennessee and other states. Their team specializes in efficient site development plans for all types of projects. Some of these include:

Criminal Justice Center, Nashville, TN	Concourse D and Terminal Wings, Nashville, TN	Special Operations Forces (SOF), Group Special Troops Battalion Facility, Fort Campbell, KY
Williamson County Public Safety Center, Franklin, TN	Metro Nashville Airport Authority, Switchgear Upgrades, Phases I, II and III, Nashville, TN	Spring Hill Police Department, Spring Hill, TN
Fire, Police and Communications (FPC) Facility, Building 251, Repair HVAC Systems, Arnold AFB, Tullahoma, TN	Metro Nashville Airport Authority, Terminal Renovation, Phases I and II, Nashville, TN	Tactical Equipment Maintenance Facility (TEMF), Millington, TN
Knoxville Central Station Transit Center, Knoxville, TN	Metro Nashville Airport Authority, Upgrade Security Camera System, Nashville, TN	Tullahoma Army National Guard, Readiness Center, Arnold AFB, TN
Knoxville Civic Coliseum, Knoxville, TN	Oak Ridge National Laboratory, Research Operations Support Center, Fire Station and DOE Security Operations Subcontractor Facility, Oak Ridge, TN	
Knoxville Convention Center, Knoxville, TN		
Metro Nashville Airport Authority, Airport Communications Center, Nashville, TN		
Metro Nashville Airport Authority,		

Cannon & Cannon's Renovation Experience:

Oak Ridge National Laboratories, Office Building 6030, Oak Ridge, TN	Montgomery County Courthouse Renovation, Clarksville, TN	H. G. Hugh B. Mott Tennessee National Guard Headquarters, Readiness Center Addition, Nashville, TN
Oak Ridge Associated Universities, Phase II South Campus Site Improvements, Oak Ridge, TN	Montgomery County Courts Center, Clarksville, TN	The University of Tennessee, Neyland Stadium South Renovation, Knoxville, TN
Oak Ridge National Laboratory, Building 6010 Shield Transfer Station (STS) Renovation, Oak Ridge, TN	Arnold Engineering Development Center, Facilities Acquisitions for Restoration and Modernization (FARM), Tullahoma, TN	US Postal Service, AE Services IDIQ, Tennessee
Arnold Engineering Development Center, A-E Services IDIQ, Arnold AFB, TN	Fire, Police and Communications (FPC) Facility, Building 251, Repair HVAC Systems, Arnold AFB, Tullahoma, TN	Y-12 National Security Complex, Buildings 9201 and 9995 Air Handler Unit Retrofit, Oak Ridge, TN
		Y12 National Security Complex, Building 9995, HVAC Replacement, Oak Ridge, TN



Jason Hunt, PE / Senior Project Engineer

As Vice President and Director of Community Development, Jason is intimately involved in site related projects. He has designed numerous storm-water collection and detention facilities, bridge analysis and HEC/RAS river analysis modeling to determine span of bridges and numerous trail designs. Jason is knowledgeable in obtaining environmental permit applications for site development projects in the private and public sector. Jason has been with CCI since 2004.

Jason's project experience includes:

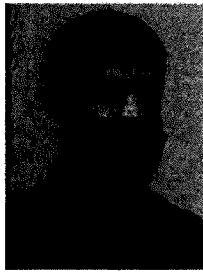
Oak Ridge Associated Universities, Phase II South Campus Site Improvements | Oak Ridge, TN
FEMA | Second Creek Flood Study/World's Fair Park Overflow | Knoxville, TN
Volunteer Boulevard Campus Beautification, Phase 1 – 3 | Knoxville, TN
The Aventine Northshore Site Development | Knoxville, TN
University of Tennessee, West Campus Redevelopment | Knoxville, TN
French Broad Building Expansion (Forks of the River) | Knoxville, TN
Sacred Heart Cathedral and School Site Improvements | Knoxville, TN

EDUCATION

BS, Civil Engineering,
The University of
Tennessee, 2003

REGISTRATIONS

Professional Engineer,
Tennessee



Alan Grissom, PE / Project Engineer

Alan has been providing civil engineering and project management services for projects in East Tennessee. His expertise encompasses site analysis, hydrologic/hydraulic design, transportation design, storm-water management, engineering reviews, erosion control and drainage plans. He also is responsible for environmental permit applications for site development projects. Alan joined CCI in 2011.

Alan's project experience includes:

Oak Ridge National Laboratories, Site Development-Office Building 6030 | Oak Ridge, TN
Oak Ridge Associated Universities, Phase II South Campus Site Improvements | Oak Ridge, TN
Magna Eagle Bend Manufacturing Expansion | Clinton, TN
Marble Alley Streetscape Public Infrastructure Improvements | Knoxville, TN
Del Conca Tile Manufacturing Facility Site Development | Loudon, TN
First Creek Greenway and Sidewalk Improvements | Knoxville, TN
Sacred Heart Cathedral and School Site Improvements | Knoxville, TN

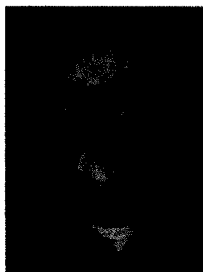
EDUCATION

MS, Civil Engineering,
University of Tennessee,
2010

BS, Civil Engineering,
University of Tennessee,
2009

REGISTRATIONS

Professional Engineer,
Tennessee



Jason Patterson, EI / Site Designer

Jason has served as Field Surveyor and Crew Chief, Designer and Lead Designer on commercial, institutional, industrial and residential projects at CCI. His work encompasses infrastructure and utilities design, storm-water detention, site layout, grading and earthwork calculations, and erosion and sedimentation control. Jason also performs hydraulic analyses, storm-water drainage calculations, and prepares permit applications for TDEC, TVA, and USACE with regards to water quality. Jason has been with CCI since 1998.

Jason's project experience includes:

Oak Ridge Associated Universities, Phase II South Campus Site Improvements | Oak Ridge, TN
ORNL Guard Post Design on Bethel Valley | Oak Ridge, TN
ORNL Roundabout Design | Oak Ridge, TN
Volunteer Boulevard Campus Beautification, Phase 1 – 3 | Knoxville, TN
Lakeshore Park Phase 1A | Knoxville, TN
The Aventine Northshore Site Development | Knoxville, TN
University of Tennessee, West Campus Redevelopment | Knoxville, TN

EDUCATION

BS, Civil Engineering,
The University of
Tennessee, 2015

BS, Biology, University of
Tennessee, 1996,
English Minor

REGISTRATIONS

TN EPSC Level 1

CRJA-IBI Group

LANDSCAPE ARCHITECTURE

CRJA-IBI Group is an award-winning landscape architectural design and environmental planning firm with offices in Boston, Knoxville, and Beijing. Founded in 1959, their practice has expanded over the years into a 45-person firm serving national and international clients. CRJA-IBI Group has developed a reputation for excellence in the design of both natural and urban environments. This multifaceted reputation and their ability to collaborate effectively in team situations have led to long-standing relationships with many of the country's leading architects and engineers. Their contribution brings measurable value to the projects they undertake. CRJA-IBI's design approach integrates natural systems with built features, achieving high quality, cost-effective solutions through the use of innovative and environmentally sensitive design. They are adept at working with complex sites for which standard landscape design technologies may not be desirable. They incorporate analysis from Health Data to influence our design decisions. To every project CRJA-IBI brings design leadership, energy, experience, fresh imagination, and a collaborative spirit.

Federal and Municipal Site Development projects include:

Fall River Trial Court, Fall River, MA

John Joseph Moakley U. S. Federal Courthouse, Site Security Upgrades, Boston, MA

Natick Municipal Center Complex, Natick, MA

Municipal Police Station, Edgartown, MA

Municipal Police Station, Shirley, MA

Northern Essex District Courthouse, Newburyport, MA

Third District Courthouse, Cambridge, MA

U.S. Drug Enforcement Agency, Regional Lab, Landover, MD U.S.

Drug Enforcement Agency, Regional Lab, Landover, MD

Cambridge Fire Department Headquarters, Cambridge, MA

Massachusetts State House, Boston, MA

Municipal Garage and Maintenance Facility, Shirley, MA
U.S. Federal Courthouse, Fan Pier, Boston, MA

U.S. Post Office, Concord, NH
Massachusetts State House, Phase II, Boston, MA

Belmont Town Hall Restoration, Belmont, MA

Lowell Trial Court, Lowell, MA

Westover Job Corps Center, Chicopee, MA

Devens Compliance Review Services, Devens, MA

Foxborough Regulatory Review, Foxborough, MA

Framingham Public Library, Framingham, MA

Wareham Public Library, Wareham, MA

Falmouth Public Library, Master Plan, Falmouth, MA

Bedford Public Library Addition, Bedford, MA

Other Site Development projects include:

Arconic Corporate
Entrance
Alcoa, TN

J.W. McCormack
Federal Office Building
Boston, MA

Arconic Corporate
Interior Courtyard
Alcoa, TN

John Joseph Moakley
U.S. Federal
Courthouse and
Harborwalk
Boston, MA

Site Security
Improvements
Massachusetts State
House
Boston, MA



524 S. Gay Street • Knoxville, TN 37902
865-522-2752 • <http://crja.com/gf/office/knoxville/>



EDUCATION

Louisiana State University,
Baton Rouge, LA, MLA-
Masters of Landscape
Architecture, 1982

East Tennessee State
University, Johnson
City, TN BS- Art &
Communication, 1976

E. William "Bill" Bruce / Principal Landscape Architect

Bill brings to his role as Principal of CRJA-IBI Group's Knoxville, TN office wide ranging experience in planning and design for cities and towns, mixed-use developments, higher education, healthcare, streetscape, parks and recreational open space.

Bill's project experience includes:

City of Knoxville, Jackson Avenue Streetscape
City of Knoxville, Sevier Avenue Streetscape
City of Knoxville, South Waterfront Streetscape
City of Knoxville, Cumberland Avenue Streetscape
City of Cherokee, NC & Eastern Band of Cherokee Indians Conceptual Master Plan
City of Knoxville, Chilhowee Park Master Plan
City of Roswell Historic District Commissioner
City of Roswell UDC Code Review
City of Fargo, GA Master Plan

AFFILIATIONS:

Urban Land Institute (ULI)
American Planning Association (APA)
Congress for the New Urbanism (CNU)



EDUCATION

Masters of Landscape
Architecture,
Auburn University, 2003

Bachelor of Science in
Environmental Design,
Auburn University, 1999

REGISTRATIONS

Landscape Architect in
Tennessee #955, North
Carolina #1975, Kentucky
#939

Cliff Brooks, PLA, ASLA / Landscape Project Manager

Cliff joined CRJA-IBI Group's Knoxville office in 2005. Playing an integral role in office management, he maintains strong working relationships with clients from the onset of every project through implementation and construction. Cliff is skilled at coordinating multiple design disciplines while delivering durable, quality projects.

Cliff's projects include:

City of Knoxville, Jackson Avenue Streetscape
City of Knoxville, Sevier Avenue Streetscape
City of Knoxville, South Waterfront Streetscape
City of Knoxville, Cumberland Avenue Streetscape
City of Knoxville, Chilhowee Park Master Plan
City of Bowling Green, KY Downtown Bowling Green Improvement
City of Sevierville, TN Downtown Streetscape Improvements
City of Greeneville, TN Downtown Streetscape Improvements

AFFILIATIONS:

American Society of Landscape Architects (ASLA)

4.d PROJECT DELIVERY METHOD

DESIGN BUILD / CM AT RISK DELIVERY METHOD

Our team has experience with many successful projects that have been completed with the Design/Build or Construction Manager at Risk (CMAR) delivery method. We have worked on a wide range of projects with a wide variety of General Contractors. The key to **success is establishing and maintaining a collaborative environment**. Our team's experience working with this process will enable the project to be delivered on time, within budget, and with a superior level of construction quality and attention to detail.

MHM's partial list of D/B and CMAR projects include:

• Regal Entertainment Group Corporate Headquarters, Knoxville, TN	CMAR	Blaine Construction
• Knoxville Central Station Transit Facility, Knoxville, TN	CMAR	Johnson & Galyon
• Knoxville Convention Center, Knoxville, TN	CMAR	Clark/Denark
• Gibbs Middle School, Knoxville, TN	D/B	Rouse Construction
• Historic Tennessee Theatre Restoration, Knoxville, TN	CMAR	Denark Construction
• Knoxville Pediatric Associates Clinic, Alcoa, TN	D/B	Merit Construction
• Rockwood Electric Utility, Rockwood, TN	CMAR	Johnson & Galyon
• UT Student Union, Knoxville, TN	CMAR	Christman Construction
• Y-12 Maintenance Facility, Oak Ridge, TN	D/B	Rentenbach Construction
• UT Mossman Science Laboratory, Knoxville, TN	CMAR	Christman Construction



ADG's experience with CMAR delivery includes 60+ public safety projects in the last 15 years. A partial list of these projects includes:

- Boone County EOC and 911 Center
- Cape Coral Police Department Headquarters
- Fort Myers Fire Station No. 1 and Headquarters
- Frankfort Public Safety Facility
- Georgetown Public Safety Operations Center
- Greene County Public Safety Coordination Center
- Manchester Public Safety Facility
- St. Cloud Fire Station No. 33 and Headquarters
- Sunrise Public Safety Facility

Our experience has found that the earlier the Design/Build or CMAR entity is engaged in the project, the better the outcome for the Owner. On the Public Safety Complex project, the **project would greatly benefit from the**

Contractor's early participation in the following areas:

- Phasing of existing building demolition and renovation
- Life-Cycle analysis of existing building systems
- Cost/Benefit analysis of new/proposed systems
- Early release of demolition and site work packages
- Early procurement of long-lead items

As mentioned above, the MHM/ADG team **welcomes the expertise and benefits** provided by the early involvement of a Contractor on this project.

4.e PROJECT MANAGEMENT APPROACH

PROJECT MANAGEMENT PLAN

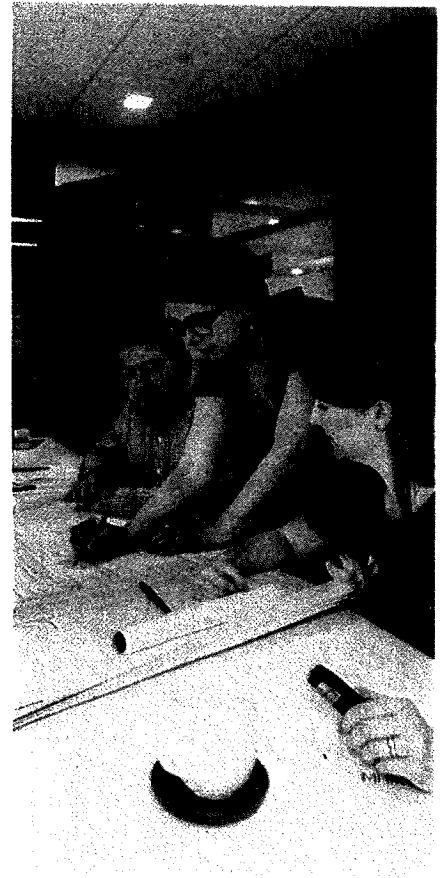
Careful project planning, preparation, and communication is a cornerstone to our project management approach. The foundation of our plan focuses on the fundamental elements of the project that are critical to reaching the goals and objectives of the City. By managing expectations, planning the work, and making timely decisions, the appropriate resources are applied to the project, resulting in project success.

Highlights of our project management approach include:

- Effective, strong project management, and communication. This is realized from the experience and quality of the team management personnel, and from its organizational structure.
- Insisting on accountability from each team member in adhering to the schedule and budget.
- The necessary expertise in complex renovation projects and public safety facilities to work efficiently as a team and perform quickly and accurately.
- Paying close attention to the details and being proactive in identification of issues, with concise timely resolutions.

We propose an initial "stakeholder" meeting as orientation to the methodology, project objectives, and responsibilities of the project team to the City. Our team will have thoroughly reviewed the programmatic and planning information in the Benefield Richters report. Confirmation of the goals and objectives for the project, activities, and project milestones will be discussed and agreed upon.

MHM's Project Manager, John Thurman, will serve as the conduit / point of contact to channel all communication between the design team and owner's representative. He will also organize, direct, and coordinate the job tasks of MHM personnel and sub-consultants. Understanding the importance of "continuity," our Quality Control team will be involved from the notice to proceed through construction administration.



ENGAGING CITY STAFF / PARTICIPATORY PLANNING PROCESS

Our team's public safety design architect, ADG, has developed a comprehensive approach to involve stakeholders known as our "Participatory Design Approach."

- The process is based on the premise that good architecture benefits from a client who is not only involved in the design process but understands and supports it.
- The Participatory Design Approach is a learning process for the client and design team, involving the exchange of ideas, information, and meaningful input.
- Flexibility, creativity, and integration important attributes in this process.
- Engaging the owner to set appropriate goals and objectives for the design is the most critical stage of the design process.

A client who possesses a clear vision, defined goals, and an understanding of the facility's needs is a critical asset to the design team. In turn, the design team must guide the client in setting those goals and objectives.

Our experience has taught us that engaging facility users and project stakeholders is important to the success of the project. Facility users and stakeholders who participate in the project throughout the design process develop ownership, which evolves into a sense of pride. Our end goal is for clients and users to feel connected to the final architectural product.

EXPERTISE IN LOCAL BUILDING CODES

Public safety facilities involve unique circumstances related to the following:

- Fire and life safety codes,
- General local building codes,
- IC 500,
- National Building Codes (i.e. such as NFPA 1401 and 1402),
- ADA,
- Tennessee Accessibility Compliance, and
- Certain Occupational Safety and Hazards Administration (OSHA) requirements.

We are also familiar with the new 2015 IBC Code Requirements for ICC 500 Storm Shelters which provides that in areas where the shelter design wind speed for tornadoes is 250 mph, most public safety facilities shall have a storm shelter, or be built to or above storm shelter standards.

Our team is familiar with all of these codes and will provide quick review turnaround. Our team of architects and engineers will utilize the experience and personal relationships we have with code officials at both the local and state review level. It is customary for us to visit code officials during the design process to establish open dialogue about the project. The result of this attitude of cooperation is fewer plan review comments and quicker approval for construction.

HOW WE MANAGE BUDGETS AND SCHEDULES

Budgets and schedules do not manage themselves; proper planning, communication and persistence by the project management team is required to ensure that the budget and schedule are adhered to. MHM will work with the City's Program Manager to initiate and maintain budget and schedule controls. We will encourage collaboration between the City's project management team, facility users, selected contractor, and stakeholders. This will enable the project to be completed in a timely manner and that available funds are used as effectively as possible.

COST ADHERENCE

Some of the techniques our team will utilize to control budget include:

- Establishing a clear understanding of the scope and budget of the work between the City of Knoxville and the design team at the beginning of the project.
- Conducting program reviews, presentations, and interviews to ensure all City decision makers are fully informed of the implications of each decision.
- Early analysis of the primary building systems,
- Developing a system of evaluating options to key project elements.

Our team understands that we are guardians of the taxpayer's dollars and must manage the project finances in the utmost responsible manner. Tools of cost containment are a part of our fiscal obligation. Our experience working for governmental entities has taught us that using a fundamental approach to project management is the key to cost containment.

- **Coordination** of the numerous design disciplines is critical to eliminating errors and omissions and thereby containing cost. Public safety facility design requires an understanding of areas that require complete and seamless coordination.
- Timely resolution to issues is critical. Monitoring and addressing an issue is necessary until consensus is reached, and resolution is complete. Proper **communication** requires that all parties to the design are informed, and that the team leader never assumes people have completed a task until the checklist is complete.
- A **contingency** is always maintained to assure alternate avenues of response. The most effective contingency plan is one that evolves with the project and helps to reduce financial risks as the project becomes more detailed and construction items are complete. Often the most workable approach is to create contingency allowance items for systems known to be complex and subject to modification as the project evolves.

SCHEDULE ADHERENCE

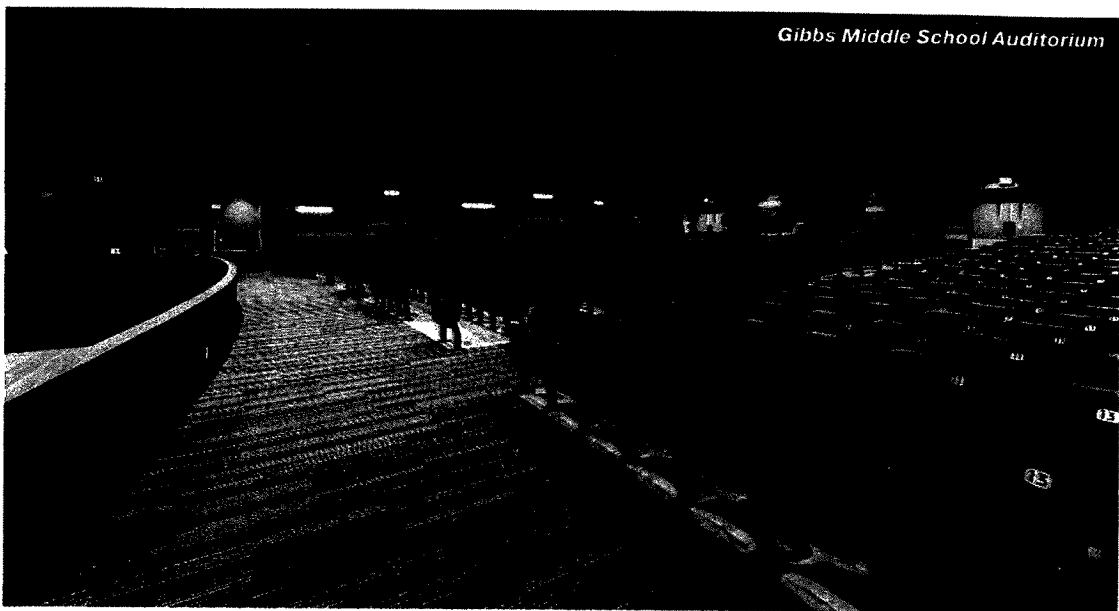
A comprehensive, detailed project schedule is critical to the success of a project. Our team will work with the City and the Program Manager to develop a schedule for this project. John Thurman, MHM's Project Manager for this project, will monitor the impact of planning and design decisions on the schedule and ensure the project stays within the city's budget. We approach schedules with the following fundamental principles:

- Scheduling is a priority. We document, review, and update our schedule at each team meeting.
- Project work elements are organized into sections, which are necessary to clarify the critical path elements that maintain schedule compliance.
- Realistic exceptions or alternatives are established early in the design process. We anticipate that changes will occur and provide for these eventualities as early as possible.
- The team must buy in and commit to the schedule.
- Program Manager and Construction Manager.

ACTUAL PROJECT EXAMPLES

Our team takes great pride in working in a collaborative way with the Owner and Contractor to maintain project schedules and budgets. Below are three examples of how we responded to significant project issues.

- During design, Knox County Schools requested that the Design/Build team incorporate a 600 seat auditorium into the Gibbs Middle School project without increasing the \$23,000,000 GMP or extending completion date of the project. The Design/Build team quickly analyzed the program, proposed alternate building systems and made several other cost reduction recommendations to offset the cost of the auditorium. Knox County accepted the cost reduction items, the auditorium was added and the project was successfully completed on time and within the GMP.
- During construction on the latest renovations to Neyland Stadium, a previously undetected underground electrical vault was discovered. The vault was directly underneath a planned stair tower. The cost to relocate the vault was evaluated and found to be prohibitive, so the MHM design team quickly relocated and redesigned the stair tower. The resulting solution was implemented within the project budget and existing schedule.
- During demolition for the renovation of the Lenoir City Municipal Building, a previously unknown column was uncovered that rendered the layout of the proposed City Court space unworkable. The MHM team quickly assessed the problem and proposed rotating the courtroom layout 90 degrees. The new layout solved the flow and sight line issues. Other minor plan modifications were made to align access to the holding areas and sallyport, but no additional costs were incurred by the City of Lenoir City. The contractor was able to work on other portions of the building while the design was reworked, with minimal impact on the overall project schedule.



EVALUATION OF CURRENT CONDITIONS

Our team has reviewed the previously completed building condition assessment by Benefield Richters. If selected, our team will update the existing study, keeping in mind staffing level projections and future needs of the facility. Areas that will be analyzed and confirmed include:

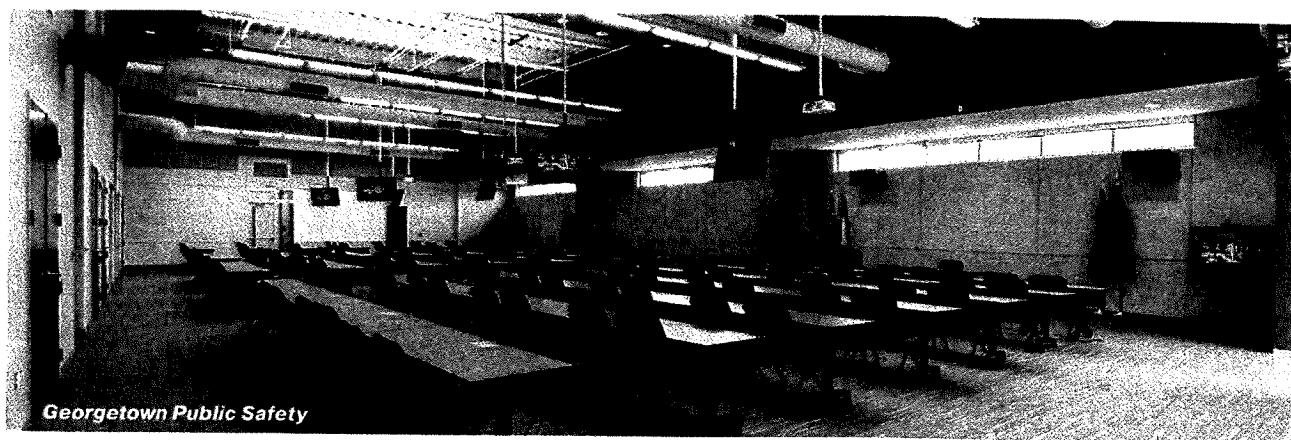
- Overall building/space program
- Proposed land utilization
- Areas of potential expansion for future needs
- Location of vehicle access and egress, both staff and public
- Pedestrian areas and site circulation
- Site circulation with at least two egress points for the police staff
- Vehicle parking areas for the secured and public access areas
- Area designed for storm-water retention
- Environmentally sensitive areas
- Natural vegetation area designed for storm-water retention / detention
- Utility access and distribution
- Site security
- Ability to apply principles of Crime Prevention Through Environmental Design (CPTED) standards

From this analysis, our team will make recommendations on how to appropriately update the current planning document.

Our team has visited the proposed site at Tennova Regional Medical Center and photographically documented some site and exterior related deficiencies and concerns. If selected, our team will again visit the hospital and site and conduct a detailed inspection of the existing conditions. Our team will analyze in greater detail the current conditions to assist with confirming the programming, design, and renovation plan. The following items will be completed during this task:

- Photographically documented the facilities to be renovated (exterior and interior).
- Conduct preliminary reviews to determine whether the facilities comply with current building, seismic, and fire codes.
- Review all facilities to confirm any operational constraints and physical deficiencies.
- Conduct a site analysis, documenting the size and the location existing buildings, paved areas, major landscape elements, environmental jurisdictional limits, site security, and other physical aspects that potentially affect or impact upon current and future expansion of the facilities.
- Integrate the findings into the analysis of the existing Building Assessment.

The updated Building Assessment and program will become the basis on which the design of the project is developed. We will follow the standard architectural design sequence of Schematic Design, Design Development, Construction Documents, Bidding and Construction Administration, working closely with the City and its Program Manager and Construction Manager.

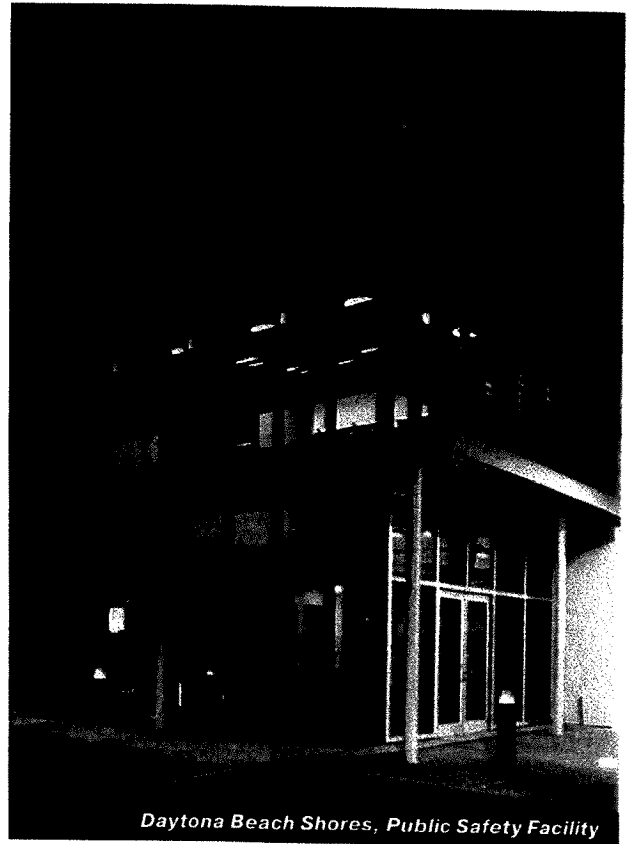


UTILIZING OUR PUBLIC SAFETY DESIGN EXPERTISE

Over the past 47 years, MHM's associate architect, Architects Design Group, has been involved in the programming, master planning, and design of safety facilities throughout the United States. This extensive experience provides our team with unmatched insight into the proper design of these specialized facilities. There are many areas of the police facility that should be given special design consideration including:

- Public lobby
- Records
- Investigative services
- Property and evidence
- Crime lab
- Holding area
- Armory
- SWAT/tactical ready room
- Community policing unit
- Victim interview/waiting room
- Firing range

The proper planning and design of police facilities should be grounded in the commitment to protect those specialized areas that present the highest risk and liability to the department, such as property and evidence. Securing and protecting evidence from potential access, tampering, or contamination by an unauthorized individual is vital to "maintaining the sanctity of custody". Without it, the evidence may be deemed inadmissible in a court of law. Our team brings in-depth knowledge of the International Association of Property and Evidence (IAPE) guidelines to this project.



Daytona Beach Shores, Public Safety Facility

PUBLIC ACCESS

The preliminary design approach to protecting the sanctity or chain of custody through design is to limit public access to a controlled, highly visible, secure area only. During business hours, the public must enter the facility through secured gate access points which are monitored and video recorded. Except for the public lobby/waiting/property return areas, all exterior doors require security access control. The public has no access beyond the secured access point. Additionally, all walls, doors, and windows adjacent to the lobby/waiting/property return space are bullet resistant, ballistic rated. Secure, programmable card-key access by authorized personnel only, is required beyond this point. This ensures both the safety of the public and law enforcement personnel and any potential contamination from an outside influence.

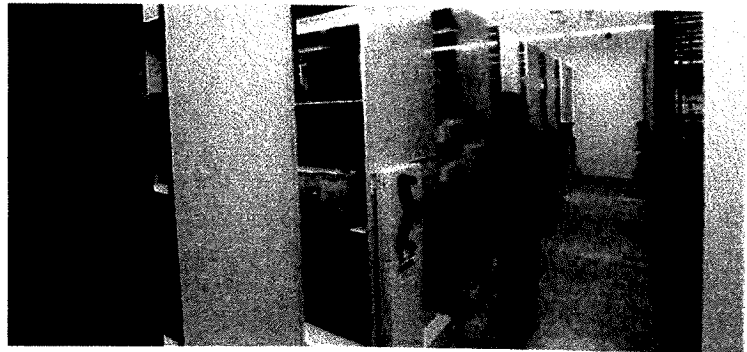
HANDLING OF PROPERTY AND EVIDENCE

The planning and design of Property and Evidence areas must incorporate all recognized criterion that address the four critical components:

- Preparation: A large majority of the Property and Evidence that comes into an agency does so after hours and must be accurately documented for the custodians/technicians to process and track. The facilities must be outfitted with an area we refer to as the "bag and tag station." Also required is a work area with access to stored materials for packaging the property and evidence articles. The space needs to be located near front loaded/rear retrieving evidence lockers to accommodate anything from DUI/DWI video tapes to rifles. Refrigerated units are provided to preserve articles containing DNA or bodily fluids without risk of deterioration.

- **Processing:** Processing of property and evidence articles is generally done only by individuals trained and certified to comply with “sanctity of custody” regulations. On many occasions, the evidence will need to be further examined by the technicians or crime scene analysts, requiring specialized lab areas. A vehicle evidence bay is often located adjacent to a vehicle sallyport and must follow the same regulatory guidelines as other areas associated with the storage and processing of articles of property and evidence. The evidence bay is outfitted with epoxy quartz chemical-resistant flooring, drains tied into an oil-water separator, and low-velocity air distribution systems. Monitoring of the space is achieved with access control devices and color/digital format CCTV systems.
- **Holding/Storage:** The proper storage of property and evidence relies on accurate identification and recording of the pertinent case information. The storage of the articles is often segregated into the following: Bulk Evidence, Cash/Valuables, Narcotics, Weapons, Cold-Case Files, Capital Case Files, DNA Evidence, etc. Holding areas must have dual-recording access control devices to meet law enforcement (CALEA) Accreditation standards. Any visitor to these areas must have their personal identification checked and verified, typically by the custodian/technician working this area. High density storage systems are often utilized to maximize space and high volume ceilings should be provided to accommodate the storage systems.
- **Support Infrastructure:** Property and evidence spaces pose one of the highest areas of potential liability for that agency. The entire “envelope” of the area must be constructed out of tamper proof materials. Air conditioning systems are designed for 100% exhaust and 100% make-up fresh air to prevent airborne pathogens from migrating into the rest of the facility. The accessibility of all individuals to the area is regimental documented. This is accommodated through the use of dual-recording access control devices, fob readers, proximity cards, key pads and biometric readers.

Strict adherence to these protocols and the accreditation standards will confirm an agency maintains the sanctity of custody. Our team will ensure that these four critical components are properly planned for and designed.



COMMUNITY ENGAGEMENT FOR 21ST CENTURY POLICING

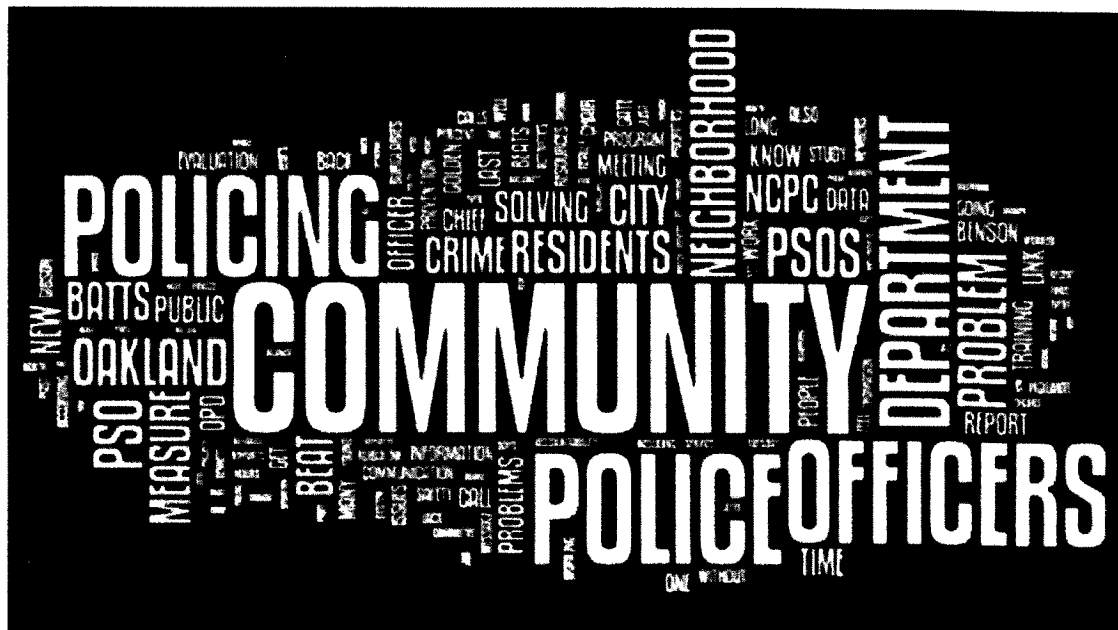
Law enforcement is constantly evolving to meet the needs of today's environment. One of the biggest trends we have seen in the last few years is the emphasis on community engagement and policing. The premise of community engagement is to involve and build relationships with members of the community in order to strengthen the department's presence. We will work with Knoxville Police and Fire Department staff, as we have done with many other large departments, to identify and account for these spaces in the design.

Our team will meet with the police and fire-ems departments to determine their specific community engagement needs and discuss contemporary trends in design. Our team will provide examples of how the interior and exterior of a building can facilitate community engagement initiatives. At the 2016 International Association of Chiefs of Police (IACP) Conference, ADG spoke on the implementation of design strategies to promote the Community Oriented Policing Philosophy.

The aim of an accreditation program is to enhance the entire spectrum of professional law enforcement services. The facilities available to an agency have a significant impact on success, and more importantly, protects the municipal entity from potentially frivolous litigation. CALEA accreditation is recognized as a means of maintaining the highest standards of professionalism in many law enforcement agencies and their facilities. Several states have followed CALEA and established an accreditation commission.

Certain areas of the facility are assessed and continually undergo scrutiny of how it protects the interests of the department, its personnel, and the citizens coming into contact within the facility. Areas which may be evaluated include the records unit, training, patrol, property and evidence, vehicle sally port and detention, hazardous materials storage, criminal investigations, intake and holding, and dispatch. Programming the facility with these standards in mind, will assist in the accreditation process.

Clearly defined separation of the public and staff vehicles should be accomplished through the use of readily discernible signage, perimeter security walls and gates, and CCTV surveillance systems. The implementation of design initiatives promoted by the International CPTED Association (ICA) will decrease opportunities for crime and provide a heightened sense of safety to the visitors and users of the facility. These measures have been incorporated into every law enforcement facility ADG has designed.



SECURITY

Security control is only one of the tools to provide protection of evidence and staff. Established operational procedures including "chain of custody" must also be established and followed to be successful. Security measures include the following procedures to protect and preserve the evidence:

- Vehicle sally port to have door control access where only one door to the area can be opened at a time. Multiple cameras will be installed in all corners of the area used for safely bringing in persons of interest to the facility.
- CCTV coverage and NVR hard drive storage of all areas including the intake, storage, handling, and disposition times of evidence.
- Separate controlled access rooms within the evidence facility for fire arms, narcotics, and currency / valuables. For each of these spaces ADG typically provides dual-credential access such as card and pin or card and biometrics.
- Temperature and humidity sensors / alarms to security control, as well as connection to cell phones when settings are exceeded for specific rooms or spaces.
- Specific ventilation needs for areas where decomposition may occur.
- Generator and UPS back up of key areas and equipment.

MOVE MANAGEMENT

To assist in the transition to the new building, our team will create a detailed plan for building turnover. Our team will work together with the City, police, and fire departments from project initiation through cut-over to the newly renovated facility. The best practices for these types of facilities are to have soft starts for the facility before actual operations occur live. Specific systems and operations should be on-line and functioning at least one month prior to opening. The key to these successful transitions are as follows:

- Completed responsibility matrix. This document will define who is responsible for each system and the budget it falls under.
- Detailed coordination of service provider connectivity to the new building.
- Detailed documentation of all new equipment located in the facility.
- A move management plan will be developed for a phased approach to transition staff to the new building. This will include a detailed assessment of all shifts to ensure staffing levels meet the needed criteria.
- Commissioning of all systems prior to on-line activation.
- As part of our post occupancy services, our team will assist City personnel with the scheduling of pre-training sessions for all staff on the new equipment/systems. We will provide operation manuals to help staff understand, operate, and control new building systems.

Our experience has shown that a phased approach to bringing the new facility on-line provides the best results. During this phase-in process, we anticipate that facilities/maintenance and security groups will be operational prior to the public safety building becoming fully functional. During the first months of operation, it will be imperative that existing facilities maintain full functionality for redundancy purposes. Many of our other projects have followed this approach, with a record of success for all who adhered to these protocols. Upon the end of the one-year warranty, our team will attend a site and building warranty walk through. We will document any deficiencies and assist with corrective actions while the project is still under warranty.

4.f WORKING WITH A PROGRAM MANAGER

WORKING WITH A PROGRAM MANAGER

MHM Architects has worked on many successful projects teamed with an owner's Program Manager. We have completed several projects with the Public Building Authority, acting as the Program Manager for either the City of Knoxville, Knoxville Area Transit or Knox County. A partial list of those projects includes:

• Knoxville Convention Center	\$94,000,000	450,000 sf
• Knoxville Station Transit Center	\$27,000,000	100,000 sf
• Civic Coliseum and Auditorium	\$10,000,000	200,000 sf
• Henley Street Pedestrian Bridge	\$ 1,500,000	5,000 sf
• State Street Parking Garage Expansion	\$ 9,860,000	130,000 sf

Additionally, we have worked on a number of private/non-profit projects that included a Program Manager. Of note, we have excellent relationships with each of these companies:

• The Tennessean Hotel	Blackburn Development Group
• West Side YMCA	Blackburn Development Group
• Tusculum Family Physicians Clinic	Really Trust Group
• Emerald Academy Charter School	Lawler Wood
• Clayton Center for the Arts	Lawler Wood
• Dermatology Associates	Anchor Health Properties
• Knoxville Orthopedic Surgery Center	M T Brinkman
• Tailor Lofts	Conversion Properties
• AAA of East Tennessee	Really Trust Group

It is our understanding that the City of Knoxville has selected Volkert, Inc. as the Program Manager for the Public Safety Facility project. While MHM has not worked directly with Volkert, our MEP engineering firm, I C Thomasson, has worked on four projects with them. These projects include:

- TDOT Tunnel Inspections – Memphis Airport
- TDOT Tunnel Inspections – Nashville Airport
- TVA CUF Intake Bridge Inspections, Cumberland City, TN
- TVA Underwater Bridge Inspections, Belefonte Road, KY

Our design team welcomes the opportunity to work with the City's Program Manager in jointly delivering this project. We share the same goals of timely and cost effective project delivery to the citizens of Knoxville.

WHY HIRE THE MHM/ADG TEAM

The City of Knoxville is preparing to make a significant investment in the public safety capabilities of its Police and Fire Departments while providing new life to the Oakwood/Lincoln Park community. The MHM / ADG team understands the significance of this project and provides the City of Knoxville with the best team to achieve your vision.

RELATIONSHIP WITH CITY OF KNOXVILLE

MHM has an impressive track record of teaming with nationally recognized experts to deliver large, complex projects for the City of Knoxville, including the Knoxville Convention Center, McGhee Tyson Airport, Knoxville Station Transit Center and most recently the renovations to the Knoxville Civic Auditorium and Coliseum.

STRENGTH OF TEAM

MHM is the largest architectural firm in East Tennessee and with ADG's national reputation in public safety design, our team can competently and decisively deliver all requirements needed for the completion of this project. We have also assembled an exceptional team of engineering and specialty consultants who have previous project relationships.

EXPERTISE IN PUBLIC SAFETY DESIGN

Our team understands the unique requirements of police and fire administration facilities. ADG has successfully completed over 350 public safety facilities across the US. The firm's leadership is recognized as national experts in many aspects of public safety design.

FAMILIARITY IN PROJECT DELIVERY

We have worked on multiple projects involving both an Owner's Project Manager and a Construction Manager at Risk. We welcome the strong partnership that these entities can bring to a project and pledge our utmost cooperation in working with them.

The MHM/ADG team welcomes the opportunity to be your design partner on this project. We look forward to continuing our very successful association with the City of Knoxville.

MHM

McCARTY HOLSAPLE McCARTY
ARCHITECTS & INTERIOR DESIGNERS



Architects Design Group
[RESEARCH • PLANNING • DESIGN]

EXHIBIT C

SCOPE OF THE PROJECT

The scope of the project shall include, but is not limited to, the renovations and additions to the former Tennova Hospital facility located at the intersection of Huron Street and East Woodland Avenue in Knoxville, TN. The scope of the project is based on the initial project location selected by the City of Knoxville. The scope of the project and project location are subject to change at the discretion of the City of Knoxville. Consultant shall provide professional design services based on changes to the scope of the project and project location according to the terms and conditions set forth in this Agreement.

- Portions of the existing campus will be demolished to make room for required site improvements and a new Municipal Court Facility.
- The existing Professional Office Building, Central Annex Building and Women's Pavilion Building shall be completely renovated to accommodate operations for the City of Knoxville Police Department, City of Knoxville Fire Department, City of Knoxville Pension Board and potentially an Emergency Operation Center.
- Scope of the renovation shall include complete interior demolition down to the structure, installation of new partition walls, ceilings, mechanical, electrical and plumbing systems, interior finishes, life safety systems, security and other low voltage systems, re-roofing of renovated buildings, refurbishing of exterior fenestration, landscape and hardscape improvements to accommodate the Owner's program of work and make the facility completely useable for the intended tenants.
- The existing parking decks will be refurbished and portions converted into storage.
- Provisions will be made for specialty vehicles and employee/visitor parking.
- Site infrastructure improvements will include, but not be limited to, decommissioning of previous central plant systems and installation of new water, sewer, electrical, gas and other required utilities for the renovated buildings.

EXHIBIT D

CONSULTANT'S SCOPE OF SERVICES

A.1 DEFINITION

- A.1.1 The Consultant's Basic Services consist of those described hereinafter and include structural, mechanical, civil and electrical engineering services and all other required services to make a complete project team.

A.2 SCHEMATIC DESIGN PHASE

- A.2.1 The Consultant shall review the Owner's Program of Requirements, schedule, and Program budget furnished by the Owner, either directly or through its Owner's Representative, in order to ascertain the requirements of the Program, and shall arrive at a mutual understanding of such requirements with the Owner.
- A.2.2 The Consultant shall review with the Owner and Owner's Representative proposed site use and improvements; selection of materials, building systems and equipment; and methods of Project delivery.
- A.2.3 The Consultant shall review with the Owner and Owner's Representative alternative approaches to design and construction of the Project.
- A.2.4 Based on the Owner's Program of Requirements, schedule and Program budget, the Consultant shall prepare and submit for approval by the Owner, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of Project components.
- A.2.5 At intervals appropriate to the progress of the Schematic Design Phase, the Consultant shall provide schematic design studies for the Owner's review.
- A.2.6 Upon completion of the Schematic Design Phase, the Consultant shall provide drawings, outline specifications, preliminary estimate of construction cost, and other documents to the Owner's Representative for transmittal to the Owner, and for the Owner's approval.
- A.2.7 The Consultant's preliminary estimate of construction cost shall include the total Project cost including the proposed building, parking lots, drives, off-site utility cost, drainage, site work, fifteen percent (15%) contingency and other costs specific to the Project.
- A.2.8 The Consultant shall endeavor to assist the Owner to determine methods of cost savings. These cost savings shall be incorporated into the design.
- A.2.9 Upon approval by the Owner of the Schematic design and Preliminary estimates of construction cost by the Owner, the Consultant shall proceed with the Design Development Phase.

B.1 DESIGN DEVELOPMENT PHASE

- B.1.1 Based on the approved Schematic Design Documents and any adjustments in the Program authorized by the Owner, schedule and construction budget, the Consultant shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall

consist of drawings and other documents that establish and describe the size and character of each Project as to, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.

- B.1.2 At monthly intervals, the Consultant shall provide digital uploads of drawings and other documents which depict the current status of design development for the Owner's review and the Owner's Representative's information.
- B.1.3 Upon completion of the Design Development Phase, the Consultant shall provide drawings, outline specifications, a more refined estimate of construction cost, and other documents to the Owner's Representative for the Owner's approval.
- B.1.4 The Consultant's refined estimate of construction cost shall include the total Project cost for each Project in the Program, including the proposed building, parking lots, drives, off-site utility cost, drainage, site work, 10% contingency and other costs specific to the Project.
- B.1.5 Upon approval by the Owner of the Design Development Phase and refined estimates of construction cost, the Consultant shall proceed with the Construction Document Phases.
- B.1.8 The Consultant shall assist the Owner and the Owner's Representative in the preparation of the necessary bidding information, bidding forms, the Contractor's General Conditions, and the form of Agreement between the Owner and Contractor.
- B.1.9 The Consultant shall endeavor to assist the Owner to determine methods of cost savings. These cost savings shall be incorporated into the design.
- B.1.10 The Consultant and his Consultants shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Program.

C.1 CONSTRUCTION DOCUMENTS PHASE

- C.1.1 Based on the approved Design Development Documents and any further adjustments in the scope or quality of the Program or in the construction budget as authorized by the Owner, the Consultant shall prepare, for approval by the Owner, drawings and specifications setting forth in detail the requirements for the construction of each Project in the Program.
- C.1.2 At monthly intervals or as required, the Consultant shall provide digital uploads of Drawings and Specifications for the Owner's review and the Owner's Representative's information.
- C.1.3 Upon completion of the Construction Documents Phase, the Consultant shall provide Construction Documents and final estimates of construction cost for the Owner's approval.
- C.1.4 The Consultant and his Consultants shall assist the Owner's Representative in the preparation of the necessary bidding information, bidding forms, the Conditions of the Contract, and the form of Agreement between the Owner and Contractor.
- C.1.5 The Consultant shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Program.

- C.1.6 The Consultant's final estimate of construction cost shall include the total Program cost including, but not limited to, the proposed building, parking lots, drives, off-site utility cost, drainage, site work, five percent (5%) contingency and other costs specific to each Project in the Program.
- C.1.7 The Consultant shall endeavor to assist the Owner to determine methods of cost savings. These cost savings shall be incorporated into the design.
- C.1.8 The Consultant does not guarantee the accuracy of his estimates except that in the event the total of lowest bid or bids received by the Owner for the Work exceeds the budget amount as set forth herein by more than ten percent (10%), or exceeds the amount legally authorized or allotted for the Program, the Consultant shall make such revisions and changes to the plans and specifications as may be necessary to reduce the cost of the Work to an amount not in excess of the funds available and agreeable to the Owner and legally authorized for the cost of the Work, and shall perform the incidental Work and furnish the number of necessary documents as required by this Agreement or any modifications thereof at no additional cost to the Owner.
- C.1.09 The Consultant shall provide up to 10 sets of Construction Documents for bidding and construction purposes. The Consultant shall be reimbursed for printing and binding cost for all required sets of Construction Documents over 10. At the time of bid advertisement the Consultant shall provide to the Owner 2 sets of plans and specifications as well as one C.D. per Project which will include all discipline's drawings, civil, structural, mechanical, plumbing and electrical as a part of Basic Services.
- C.1.10 The Consultant shall assist the Owner and Owner's Representative in the preparation of the necessary bidding information, bidding forms, the Conditions of the Contracts, and the forms of Agreement between the Owner and the Contractors. The Consultant shall assist the Owner's Representative in issuing bidding documents to bidders and conducting pre-bid conferences with prospective bidders. The Consultant shall respond to questions from bidders, and shall issue written addenda.
- C.1.11 The Consultant and his Consultants shall assist the Owner and Owner's Representative in filing documents required for the approval of governmental authorities having jurisdiction over the Project.

D.1 BIDDING OR NEGOTIATION PHASE

- D.1.1 The Consultant, following the Owner's approval of the Construction Documents, shall assist the Owner's Representative in obtaining bids or negotiated proposals and assist in preparing contracts for construction.

E.1 CONSTRUCTION PHASE-ADMINISTRATION OF THE CONSTRUCTION CONTRACT

- E.1.1 The Consultant's responsibility to provide Basic Services for the Construction Phase under this Agreement commences with the award of the Contract for Construction and terminates at the completion of the Warranty Period.
- E.1.2 The Consultant shall provide administration of the contract for construction.

- E.1.3 Duties, responsibilities and limitations of authority of the Consultant shall not be restricted, modified or extended without written agreement of the Owner and Consultant with consent of the Contractor, when applicable, which consent shall not be unreasonably withheld.
- E.1.4 The Consultant shall be a representative of and shall advise and consult with the Owner and the Owner's Representative during construction until final payment to the Contractor is due. The Consultant shall have authority to act on behalf of the Owner only to the extent provided in this Agreement unless otherwise modified by written instrument.
- E.1.5 The Consultant agrees that response to Contractor's questions and/or requests are crucial to the timely completion of the construction and agrees to respond to these questions and/or request as soon as practical.
- E.1.6 The Consultant shall visit the site at intervals appropriate to the stage of construction or as needed for the proper performance of its duties and responsibilities hereunder, or as otherwise agreed by the Owner and Consultant in writing, to become knowledgeable of progress and quality of the Work completed and to determine if the Work is being performed in a manner indicating that the Work when completed shall be in accordance with the Contract Documents. The Consultant shall keep the Owner and Owner's Representative informed of the progress and quality of the Work, and shall guard the Owner against defects and deficiencies in the Work. The Consultant shall be present at the site while structural concrete such as footings and slabs are being placed and as a minimum, shall conduct site visits once per week while construction is under way. A final inspection and an inspection at the end of the one-year guarantee period shall be required. The Consultant shall promptly furnish the Owner and Owner's Representative and each of the public agencies involved, a copy of the written report of each inspection by the Consultant or his representative or engineers or Subconsultants. Administration of the contract by the Consultant shall include inspection of the Work by the Electrical, Civil, Structural and Mechanical Engineer who prepared the plans and specifications for the Work. The Subconsultants shall inspect at intervals as required by the character of Work under way. The Consultant shall also inspect the work of each contractor upon notification that the contractor contends that the work is complete to confirm that the work is completed according to all codes, regulations, specifications, standards and contracts applicable thereto. Although the Consultant shall not be required to make exhaustive or continuous on-site inspections, the Consultant agrees to make reasonable site inspections to check the quality or quantity of the Work, on the basis of on-site observations as a Consultant. When work designed (covered) by specific disciplines is to be inspected or discussed in meetings the Consultant shall have the appropriate consultants present including but not limited to civil, structural, mechanical, plumbing and electrical. The following meetings shall comprise a sample list but shall not be considered all inclusive:

Pre-bid

Pre-construction

Pre-roofing

Pre-masonry

Above Ceiling

Life Safety

Final Inspection

Year End Inspection

Consultant has primary responsibility for construction inspection/ construction observation / construction administration / contract administration under its contract(s) with Owner. Owner's Representative's Construction Phase Services under its Program Management Agreement with the Owner are secondary to those of Consultant's.

- E.1.7 The Consultant shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility under the Contract for Construction. The Consultant shall not be responsible for the Contractor's schedules or failure to carry out the Work in accordance with the Contract Documents. The Consultant shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.
- E.1.8 The Consultant shall at all times have access to the Work wherever it is in preparation or progress.
- E.1.9 Based on the Consultant's observations and evaluations of the Contractor's Applications for Payment, the Consultant shall review and certify the amounts due the Contractor.
- E.1.11 The Consultant's certification for payment shall constitute a representation to the Owner, based on the Consultant's site inspections and on the data comprising the Contractor's Application for Payment, that, the Work has progressed to the required point and the quality of Work is in accordance with the Contract Documents required for payment. The issuance of a Certificate for Payment shall further constitute a representation that the Contractor is entitled to payment in the amount certified.
- E.1.12 The Consultant shall have authority to reject Work which does not conform to the Contract Documents.
- E.1.13 The Consultant shall review and approve or take other appropriate action upon Contractor's submittals such as Shop Drawings, product Data and Samples for conformance with information given and the design concept expressed in the Contract Documents. The Consultant's action shall be taken within ten (10) days after receipt of the Shop Drawings so as to cause no delay in the Work. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities or for substantiating instructions for installation or performance of equipment or systems designed by the Contractor, all of which remain the responsibility of the Contractor to the extent required by the Contract Documents. The Consultant's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Consultant, of construction means, methods, techniques, sequences or procedures. The Consultant's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

When professional certification of performance characteristics of materials, systems, or equipment is required by the Contract Documents, the Consultant shall be entitled to rely upon such certification to establish that the materials, systems or equipment shall meet the performance criteria required by the Contract Documents, provided the reliance is reasonable.

Neither Consultant nor his Sub Consultants shall approve any product which differs from the product specified in the contract documents. The Consultant or his Sub Consultant shall notify the Owner's Representative and the Owner in writing of any proposed changes in products specified.

- E.1.14 The Consultant, in conjunction with the Owner's Representative, shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with

the Contract Documents and may, in conjunction with the Owner's Representative, authorize minor changes in the Work not involving an adjustment in the Contract Sum or an extension of the Contract Time which are not inconsistent with the intent of the Contract Documents.

- E.1.15 The Consultant shall conduct inspections and evaluations to determine the date or dates of Substantial Completion and the date of final completion, shall receive and forward to the Owner's Representative certification and reports of same together with records, written warranties and related documents required by the Contract Documents and assembled or provided by the Contractor; and shall issue a final Certificate for Payment upon compliance with the requirements of the Contract Documents.
- E.1.16 Interpretations and decisions of the Consultant shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and initial decisions, the Consultant shall endeavor to secure faithful performance by the Contractor.
- E.1.17 The Consultant agrees that during the twelve (12) month warranty period after the construction is complete and accepted by the Owner, the Consultant agrees to respond to warranty problems of the building in a timely fashion. Should the Owner declare the warranty problem an emergency, the Consultant agrees to respond immediately. All warranty items must be handled to satisfactory resolution and promptly reported to the Owner and Owner's Representative.

F.1 ENGINEERING SERVICES

- F.1.1 The Consultant agrees that all plans, specifications, detail drawings, approvals, etc., for engineering services pertaining to the design of structural, mechanical, electrical, civil and other specialized phases of engineering shall be done by qualified and experienced Professional Engineers registered in the State of Tennessee and employed by the Consultant for the particular Work as a part of the Basic Services.

EXHIBIT E

SCHEDULE OF DESIGN DELIVERABLES

SCHEMATIC DESIGN PHASE

1. Project scope – narrative describing the project program, with revisions, additions or other changes.
2. Source of funding
3. Building codes – a list of the applicable building codes and standards which will govern design, regulatory review, and construction.
4. Life safety / fire protection plan – indicating required exits and most remote travel distances in each building, wing or major plan subdivision.
5. Zoning classification with overview of setbacks, allowable height, maximum density or floor area ratio, and other issues affecting the design. Special zoning district requirements.
6. Site plan (not less than 1"= 40' scale)
 - a. Existing conditions (from survey provided by Consultant as an Additional Service)
 - b. Demolition
 - c. Building outline(s)
 - d. Zoning setbacks and restrictions affecting site design
 - e. Roads, driveways and parking areas
 - f. Site utilities (above ground and underground)
 - g. Walkways
 - h. Loading dock(s) and dumpster pad(s)
 - i. Future expansion
7. Floor plans (not less than 1/16"= 1'-0" scale)
 - a. Room arrangement
 - i. Room use identified
 - ii. Room areas shown
 - b. Exterior openings including doors, windows and other glazed openings
 - c. Interior openings including doors, cased openings, and borrow lights
 - d. Demolition (if any)
 - e. Mechanical, electrical and other building service spaces
 - f. Expansion
 - g. Fixed seating layout
 - h. Movable furniture and seating where critical to meeting program requirements such as cafeteria, library, conference rooms, etc. (even if furniture N.I.C.).
 - i. Building area analysis comparing program sizes to building as-designed
8. Building elevations (not less than 1/16"= 1'-0" scale)
 - a. Major elevations only
 - b. All exterior openings and materials indicated
9. Specifications – narrative description of building materials and systems.
10. Structural design – narrative description of structural systems.
11. Elevators – location of elevator(s) and equipment room(s) shown on plan.
12. HVAC design – narrative description of mechanical systems.
13. Plumbing design – location of main water supply connection and toilet rooms.
14. Fire protection – documentation of adequate water supply and pressure for sprinkler system and standpipe (if required). Location of main water supply connection, fire water entrance and riser. Identification of other required fire protection systems such as kitchen hoods or smoke control systems.

15. Electrical power – plans indicating connection point to local utility, routing and type of primary service (overhead, underground) to project, location of transformer, and routing of secondary service to building(s)
16. Lighting – narrative description of lighting types at each typical location.
17. Cost estimate – schematic design cost estimate (per square foot of building area).

Note – successive phase submittals must contain the information required in preceding phase(s), plus additional information listed below for each phase, updated to reflect design revisions and responses to program management review comments. For projects of limited size and scope, it may be acceptable to combine phases, with prior approval of program management and regulatory review agencies.

DESIGN DEVELOPMENT PHASE

ALL REQUIREMENTS FOR PREVIOUS PHASE PLUS THE FOLLOWING:

1. Life safety / fire protection plan with building codes analysis
 - a. Floor plan indicating life safety / fire protection components:
 - i. Fire separation walls
 - ii. Fire rated partitions
 - iii. Smoke walls and compartments
 - iv. Horizontal exits and fire areas (if any)
 - v. Exits and exit signs
 - vi. Nearby buildings indicating assumed property line(s), fire resistance, loading condition, and percentage of openings of walls facing project
 - b. Written analysis demonstrating compliance with applicable building codes:
 - i. Construction type
 - ii. Allowable height and area
 - iii. Fire rating of exterior walls
 - iv. Fire rating of structural members
 - v. Minimum plumbing fixtures
 - c. For building additions:
 - i. Description and/or diagram(s) of existing life safety / fire protection components
 - ii. Construction type and building area
 - iii. Location and classification of fire and smoke walls
 - iv. Location of existing exits
 - v. Location of existing toilets and drinking fountains
2. Site plan drawn at scale intended for construction documents, oriented on drawing sheet in same direction as plan(s) and including at least the following information:
 - a. Overall dimensions of building and major wings
 - b. Critical dimensions such as distance from property lines and easements
 - c. Elevations of each building floor level relative to site datum
 - d. Future buildings and/or additions
 - e. Walkways, stairs and ramps
 - f. Storm drainage structures
 - i. Inlets and catch basins
 - ii. Storm drainage piping
 - iii. Culverts
 - iv. Detention ponds
 - g. Parking areas indicating parking spaces, aisles, and landscaped interior islands with calculations for required number of spaces (per zoning regulations)
 - h. Accessible parking spaces and maneuvering areas indicated, with calculations for required number of accessible spaces
 - i. Narrative addressing special conditions such as wetlands, hazardous materials, subsurface conditions, storm drainage, water supply, sewage disposal, etc.
3. Floor plans drawn at the scale intended for final plans including at least:
 - a. Key plan (where partial plans appear on more than one sheet)
 - b. All typical plan elements including walls, doors, windows, chases and other concealed spaces, plumbing fixtures, fixed equipment, furniture and movable equipment (where critical to space utilization)
 - c. Partition types identified
 - d. Building and/or wall section cross references

4. Building elevations – All building elevations showing floor elevations, ceilings, roof level(s) and exterior grade(s), exterior openings
5. Building sections – major building sections (not less than 1/8" scale) illustrating relationship of all building floor levels, exterior grades, ceilings and roof(s)
6. Typical wall section(s) – one section for each typical exterior wall condition, cross referenced on floor plan(s) or elevation(s).
7. Specifications – outline specification of all required sections, with final section number assigned.
8. Structural design
 - a. Foundation plan
 - b. Typical floor and/or roof framing bay plan
 - c. Framing plan and/or details at unique conditions
 - d. Structural loading criteria
9. Elevators – description of equipment type(s) adequate for outline specification.
10. HVAC design
 - a. Design criteria
 - i. Indoor/outdoor design conditions
 - ii. Ventilation requirements
 - iii. Energy standards
 - b. Single line diagrams illustrating HVAC design concepts
 - c. Building air flow diagram indicating location of air handlers, exhaust fans, duct mains or risers, air intake and discharge locations
 - d. Redundant capacity of each major piece of equipment
 - e. Equipment schedules
 - f. Conceptual control diagrams
 - g. Sequence of operation outline
 - h. Plans showing hot and/or chilled water header routing and areas served
11. Plumbing design
 - a. Single line diagram(s) describing the plumbing design concept
 - b. Piping plans showing hot water and cold water distribution lines and areas served
 - c. Plumbing fixture schedule indicating each type of fixture
12. Fire protection – riser diagram, single line layout showing main headers and areas served. Calculations demonstrating fire pump if necessary.
13. Electrical power
 - a. List of major distribution equipment
 - b. Plans showing location of distribution panels
 - c. Estimates of loads for each panel
14. Lighting
 - a. Lighting layout for one of each typical space
 - b. Design calculations for
15. Fire alarm – plan(s) showing fire alarm zones.
16. Cost estimate – preliminary cost estimate based on generic building systems unit prices per square foot of building area.

**CONSTRUCTION DOCUMENTS PHASE
PRELIMINARY DELIVERABLES NEEDED IN THIS PHASE FOR CHECK SET**

ALL REQUIREMENTS FOR PREVIOUS PHASES PLUS THE FOLLOWING:

1. Vicinity map(s) – sufficient for a person unfamiliar with the site and its vicinity can find their way to the project. Scale and number of maps as required.
2. Site plan
 - a. Benchmark(s)
 - b. Existing and new grading contours
 - c. Storm drainage inlet elevations
 - d. Underground utilities with connections to existing (may be shown on separate discipline site plans)
 - e. Slope and cross slope of all paving
 - f. Grade elevations at all building corners and perimeter of building(s)
3. Life safety / fire protection plan – updated to correspond with floor plans. Include provisions to maintain egress from existing building(s) during construction.
4. Floor plans
 - a. Oriented on drawing sheets same as site plan(s)
 - b. Not less than 1/8" scale
 - c. North Arrow
 - d. Dimensions
 - i. Overall
 - ii. Major building divisions
 - iii. Exterior and interior openings
 - iv. Partitions
 - v. Floor openings
 - vi. Fixed equipment and furniture
 - vii. Column lines
 - viii. Special features
 - ix. Changes in floor elevation
 - e. Dimensions for the following:
 - i. Overall
 - ii. Major building divisions
 - iii. Exterior and interior openings
 - iv. Partitions
 - v. Floor openings
 - vi. Fixed equipment and furniture
 - vii. Column lines
 - viii. Special features
 - ix. Changes in floor elevation
5. Roof Plan - same scale and orientation as floor plans and including at least the following information:
 - a. Slope(s)
 - b. Location of all roof mounted items including at least:
 - i. Materials
 - ii. Valleys
 - iii. Ridges
 - iv. Cants
 - v. Crickets
 - vi. Gutters
 - vii. Downspouts

- viii. Chimneys
- ix. Mechanical equipment
- x. Plumbing vents
- xi. Expansion joints
- c. Cross references for all roof details
- d. Roof drainage calculations indicating required size of roof drains, gutters, downspouts and storm drainage piping
- 6. Building elevations – Same scale as floor plans, sectionalized if necessary. Overall elevation(s) may be drawn smaller than 1/8", providing references to sectional elevations.
 - a. Column lines
 - b. Roof drainage features (scuppers, gutters, downspouts, etc)
 - c. Mechanical louvers
 - d. Stairs and ramps adjacent to exterior walls
 - e. Expansion and control joints
- 7. Building sections – drawn at not less than 1/8" to illustrate floors, walls, ceilings, and roof(s) construction, stairs, corridors, concealed spaces, dimensions, levels, slopes, thicknesses and finishes. Building sections should be referenced on the floor plan(s).
- 8. Elevators
 - a. Enlarged, dimensioned plans (not less than 1/4")
 - i. elevator hoist way and cab
 - ii. elevator pit
 - iii. equipment room(s) showing all required components
- 9. Specifications – Guide specifications (unedited) for each required section.
- 10. Structural design
 - a. Location and size of expansion joints
 - b. Floor and roof framing plans (at same scale as architectural plans)
 - c. Concrete reinforcing location and size
 - d. Equipment pads
 - e. Plans of special structures (cooling towers, boiler and chiller supports, etc)
 - f. Complete structural design calculations with loading criteria
- 11. HVAC plans drawn at same scale as architectural plans, with room numbers and names, clearly indicating all required equipment including chillers, boilers, circulating pumps, air handling units, rooftop units, split systems, VAV boxes, and all other equipment
 - a. Single line flow diagrams for steam, chilled or hot water systems
 - b. Mechanical plans showing all major duct trunks, risers and headers drawn to same scale as architectural plans
 - c. Enlarged plans, elevations and cross sections (not less than 1/4") of all mechanical rooms showing equipment, ductwork, piping and required service access zones. Identify direction of flow at ducts and piping.
 - d. Thermostats, sensors and other control devices located
 - e. For projects with partial demolition and/or expansion of existing systems, drawings adequately describing demolition work required, extent of the system to remain, and location and method of connecting to existing system.
- 12. Plumbing plans drawn at same scale as architectural plans, with room numbers and names, and clearly indicating all fixtures, piping, valves and other required equipment for the following systems:
 - a. Storm drainage (within building)
 - b. Sanitary waste and vent
 - c. Domestic water (hot and cold water)
 - d. Plumbing site plan(s) including connection to water and sewer utilities (unless indicated on civil plans)
 - e. Natural gas piping plans

- f. Sewage disposal (if required)
- 13. Fire protection plans with the following information clearly identified:
 - a. Hazard classification (for each area)
 - b. Connection to water utility or other approved source
 - c. Backflow preventer(s)
 - d. Fire department connection (Siamese)
 - e. Sprinkler riser
 - f. Flow alarm
 - g. Standpipe riser(s) if any
 - h. Fire hose cabinets
- 14. Electrical plans drawn at same scale as architectural plans, with door swings, room numbers and names, and clearly indicating all required equipment for the following systems:
 - a. Power distribution
 - i. All devices, including outlets, disconnects, hard-wired connections to equipment and furniture (fixed or movable)
 - ii. Connections to building service equipment (such as HVAC, fire alarm, power operated doors, process equipment, motor control centers, etc)
 - iii. Complete design calculations indicating total connected load, size of primary service wiring, transformer, main panel and sub-panels, with estimates of loads at areas served by each sub-panel
 - iv. Power distribution equipment for other buildings or existing facilities to remain where intended to be fed from project being designed
 - b. Lighting
 - i. Layout for entire building, coordinated with ceiling type and grid layouts
 - ii. Fixture schedule with all fixture types scheduled
 - iii. Exterior lighting (including foundations, conduit and other coordination when exterior lighting is designed and provided by APCo or other utility)
- 15. Fire alarm
 - a. Fire alarm riser
 - b. Fire alarm devices including:
 - i. Smoke and heat detectors
 - ii. HVAC duct-mounted smoke detectors
 - iii. Pull stations
 - iv. Audio-visual alarm
 - v. Main control panel
 - vi. Annunciator panels
- 16. Cost estimate – updated cost estimate based on generic building systems unit prices per square foot of building area.

CONSTRUCTION DOCUMENTS PHASE
ALL OTHER DELIVERABLES NEEDED IN THIS PHASE

ALL REQUIREMENTS FOR PREVIOUS PHASES PLUS THE FOLLOWING:

1. Site plans
 - a. Grading and drainage plans with complete contours at appropriate interval, with spot elevations at all critical features
 - b. Landscape plans and details
 - c. Complete drainage calculations
 - d. Irrigation plans and details at sports fields and stadiums.
 - e. Erosion control plans and details
 - f. Waste collection structure drawings, including plumbing and drainage provisions.
 - g. Grease separator location and details.
 - h. Location of ITFS broadcast tower and guy anchor points.
 - i. Details of all drainage structures, storm detention/retention structures, retaining walls, paving and striping, fencing and gates, signage, connection location, inverts and details for underground piping, connection of improvements to existing items to remain
2. Floor plans
 - a. Structural, mechanical and electrical elements which affect the floor plan
 - b. Structural, mechanical and electrical plans should correspond to architectural plans in scale, sheet location and orientation
 - c. Cross references for building sections, enlarged plans, and plan details
 - d. Cabinets, equipment, and furniture
 - e. Fire extinguishers and hose reels
 - f. Partition types
 - g. Door and symbols
 - h. Room names
 - i. Interior finish designations
 - j. Large scale (1/4") plans of complicated rooms or areas where necessary to locate building elements, equipment, critical furniture, etc.
3. Building elevations
 - a. Window symbols
 - b. Cross references to building sections and exterior wall sections not depicted on building sections
 - c. Overall exterior dimensions, such as floors and ceilings
 - d. Necessary exterior dimensions not shown elsewhere (exterior cladding, etc)
 - e. Footings shown dashed at locations indicated by structural design
 - f. Materials and textures
 - g. Expansion and control joints
 - h. Key plan where needed, if building is irregular shape and requires multiple elevation drawings or multiple sheets
 - i. Exterior grade lines
4. Building sections
 - a. Special and typical floor levels
 - b. Ceilings and furred wall spaces
 - c. Dimensions from footings to roof
 - d. Cross references to wall sections
 - e. Cross references to details not shown elsewhere
 - f. Structural frame lines
 - g. Critical dimensions not shown elsewhere
 - h. Key plan (optional) indicating overall building and where the section is cut

5. Details
 - a. Typical and special wall construction details
 - b. Typical and special window head, jamb and sill conditions
 - c. Typical and special door head, jamb and sill conditions, transoms and side lites
 - d. Special construction conditions and architectural features
 - e. Cabinets, shelves, racks, and wardrobes
 - f. Wall mounted items such as marker boards and tack boards
 - g. Special equipment
 - h. Stairs, including treads and risers, balustrades, handrails and barrier rails
6. Schedules (may be included in drawings or specifications)
 - a. Doors, including hinged, overhead and special types
 - b. Door hardware
 - c. Windows
 - d. Glazing types
 - e. Joint sealers
 - f. Paint systems
7. Ceiling plans - Same scale as floor plans, sectionalized if necessary. Overall ceiling plan(s) may be drawn smaller than 1/8", providing references to sectional plans, indicating the following:
 - a. Lighting
 - b. HVAC grilles and diffusers
 - c. Grid(s)
 - d. Sprinkler heads
 - e. Fire alarm detectors
 - f. Furr-downs
 - g. Changes in material or elevation
 - h. Walls which penetrate ceiling differentiated from walls which do not penetrate ceiling
 - i. Skylights
 - j. Other ceiling features and ceiling mounted items
8. Elevators
 - a. Section(s) (at not less than 1/4" of the following:
 - i. elevator pit
 - ii. hoist way
 - iii. cab
 - iv. penthouse (if required)
9. Specifications
 - a. complete, edited specifications for each procedure, process, system or material on the project
 - b. bidding and contracting requirements including Volkert "Special Conditions of the Contract"
 - c. Volkert section "Project Management Communications" in Division 1
 - d. Complete Civil, Mechanical and Electrical specs
 - e. List of drawings
 - f. Seals page(s) indicating which professional edited which spec section(s)
10. Structural design
 - a. Plans with all details cross referenced
 - b. Details of foundations, columns, beams, framing for floors and roofs, penthouses
 - c. Schedules of beams and columns
 - d. Connections between structural member and lintels
 - e. Connections from structural frame to exterior cladding and other architectural features
 - f. Structural notes including all design loads, live and dead gravity loads, lateral loads from wind and seismic forces (when required by code)
 - g. Structural masonry reinforcement
11. HVAC design

- a. Ductwork and piping with sizes indicated
 - b. Equipment details where special structural supports are necessary
 - c. Detailed sequence(s) of operation for each system type
 - d. Complete design calculations
 - e. Schedules of grilles and diffusers
 - f. Indication of design air flow for each grilles and diffusers
 - g. Mounting details for suspended and base supported equipment including vibration isolation
 - h. HVAC schedule or notes for duct and pipe materials and coverings (insulation)
 - i. Schedules indicating line voltage and current required for each piece of equipment requiring power
 - j. Floor, wall and roof penetration details, fire rated and non-rated
 - k. Heating and cooling coil details
 - l. Condensate drainage indicated on plans, with risers and details as needed
 - m. Fire damper details with access door(s)
12. Plumbing design
- a. Piping plans indicating routing and sizes of piping
 - b. Plumbing fixture schedule
 - c. Plumbing fixture details
 - d. Pipe support details
 - e. Underground piping details
 - f. Pipe material and covering schedule or notes
 - g. Natural gas piping riser and details
 - h. Pipe penetration details at floors, walls and ceilings, fire rated and non-rated
 - i. Domestic water and sanitary waste riser(s)
 - j. Sections and details as necessary to show location of plumbing piping in concealed spaces coordinated with ductwork, lighting and other building elements, and ensure adequate clearance for construction, inspection and maintenance
13. Fire protection
- a. Piping layout showing mains and branch piping locations and sizes
 - b. Description and/or details of sprinkler heads
 - c. Details of special conditions
 - d. Design calculations demonstrating adequate water supply flow and pressure
 - e. Fire pump design (if required) with room layout at not less than 1/4"
14. Electrical
- a. Power
 - i. Single line diagram indicating size and relationship of all conductors and distribution equipment (switchgear)
 - ii. Panelboard schedules with loads balanced
 - iii. Power plans showing wire size and circuit number for each device
 - iv. Hard-wiring connections to equipment and furniture
 - v. Details of special electrical equipment
 - vi. Details of wiring for typical and special devices
 - b. Lighting
 - i. Lighting fixture schedule
 - ii. Details of time clock operators for lighting
 - iii. Mounting details for typical and special fixtures
 - iv. Sections and details of concealed ceiling spaces with lighting fixtures, ductwork and piping shown to ensure adequate clearance for construction, inspection and maintenance
15. Fire alarm plan(s) - Same scale as floor plans, sectionalized if necessary. Overall plan(s) may be drawn smaller than 1/8", providing references to sectional plans, indicating the following:
- a. Location and type of fire detection and alarm devices including:

- i. Schedule of devices if more than one type
 - ii. Tamper switch at fire water valve
 - iii. Connection for automatic dialer (when required)
 - iv. Connection to door hold-open devices
16. Cost estimate – Finalized detailed cost estimate based on actual takeoff of materials, including labor, overhead, profit, and area adjustment factors, if any.

EXHIBIT F

SCOPE OF SURVEYING SERVICES

ALTA/ASCM and Topographic Survey —Consultant will provide field survey services to collect data for the property boundary, topographic features, utilities (see below) and any readily visible physical features of the property. Consultant will produce a survey drawing formatted to ALTA/ACSM Survey Standards suitable for use in site design for the proposed property. Survey will be limited to areas outside of buildings and parking garage structures. Platting services have not been included at this time. Consultant will provide a separate proposal for these services once the scope and requirements are developed. Consultant may utilize a drone for aerial imagery pending weather conditions and applicable waivers for FAA Airspace Regulations with Downtown Island Airport.

Underground Utility Locating Service and Surveying – Consultant will provide underground utility locating and marking services through a subconsultant. Utility locating will be performed with a ground penetrating radar (550, 400 or 450MHz antenna), electromagnetic, and/or sonde locating equipment within the project boundary (survey area). If utilities are non- metallic and tracer wires/tape are not installed, all efforts will be made to locate these items with ground penetrating radar (GPR) and/or locating sondes, all utilities located will be indicated on the ground with marking flags and/or paint as per the national color code. Consultant will survey the marked locations and include collected data within the overall ALTA/ASCM and Topographic Survey (noted above).

EXHIBIT G

SCHEDULE OF SERVICES

SCHEMATIC DESIGN PHASE – 85 DAYS (MAY 13, 2019 – AUGUST 5, 2019)

DESIGN DEVELOPMENT PHASE – 85 DAYS (AUGUST 6, 2019 – OCTOBER 29, 2019)

CONSTRUCTION DOCUMENT PHASE – 135 DAYS (OCTOBER 30, 2019 – MARCH 12, 2020)

BID/FINAL PRICING PHASE – 37 DAYS (MARCH 13, 2020 – APRIL 18, 2020)

CONSTRUCTION ADMINISTRATION PHASE – 608 DAYS (APRIL 19, 2020 – DECEMBER 17, 2021)

WARRANTY PHASE – 366 DAYS (DECEMBER 18, 2021 – DECEMBER 18, 2022)

SELECTIVE DEMOLITION – 60 DAYS (OCTOBER 1, 2019 – NOVEMBER 29, 2019)



Exhibit H

MCCARTY HOLSAPLE MCCARTY HOURLY BILLING RATES 2019

The following billing rates will apply when services are provided on an hourly basis:

Principal	\$174.00	to	\$250.00
Project Manager	\$105.00	to	\$190.00
Designer	\$90.00	to	\$178.00
On - Site Project Representative Construction Administrator	\$112.00	to	\$176.00
Architect/Senior Technical	\$72.00	to	\$138.00
Technical	\$62.00	to	\$98.00
Intern / Entry Intern	\$40.00	to	\$90.00
Clerical Support	\$40.00	to	\$48.00